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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, January 13, 2005 – 3:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

AGENDA

DOCUMENTS DEPT.

JAN 10 2005

SAN FRANCISCO
PUBLIC LIBRARY

01-10-05A11:51 RCVD

Item No.

1. ROLL CALL

President	**Paul A. Conroy**
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernadez-Pifer
Commissioner	Clem Clarke
Commissioner	Richard Goldman, M.D.

2. PUBLIC COMMENT

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Rebeccah Sturtz vs. CCSF, et al (Superior Court, Case No. 415227).

1. Vote on whether to hold Closed Session
2. Public Comment on all matters pertaining to Closed Session
3. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. ADJOURNMENT

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SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING

Thursday, January 13, 2005 – 3:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

Item No.

DOCUMENTS DEPT.

JAN 24 2005

SAN FRANCISCO PUBLIC LIBRARY

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Douglas Goldman, M.D.

Commissioner Rosemarie Fernadez-Pifer and Commissioner Clem Clarke were excused for business reasons

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Rebeccah Sturtz vs. CCSF, et al (Superior Court, Case No. 415227).

1. Commissioner Nakajo moved for closed session and Commissioner Goldman seconded. The Commission went into closed session at 3:10 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 4:45 p.m.
   a. Commissioner Goldman moved and Commissioner Nakajo seconded not disclose any action taken in closed session.
   b. Commissioner Nakajo moved and Commissioner Goldman seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:45 p.m.

Tania Bauer
Secretary

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL HEARING

Thursday, January 13, 2005 – 4:30 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

Item
No

DOCUMENTS DEPT.

JAN 10 2005

SAN FRANCISCO
PUBLIC LIBRARY

01-10-05A11:51 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.

2. PUBLIC COMMENT

3. COMMISSION DELIBERATIONS INCLUDING POSSIBLE APPROVAL OF PROPOSED SETTLEMENT AGREEMENT

Commission deliberations and possible approval of a proposed settlement concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Captain Thomas Doudiet dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 1102 – Captains – Accountability
Section 1103 – Captains – Responsibility
Section 2801 – Officers – Thorough Knowledge
Section 2802 – Officers – Discipline
Section 2805 – Officers – Leadership
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Closed Session
3. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL HEARING

Thursday, January 13, 2005 – 4:30 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No

DOCUMENTS DEPT.

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1. **On ROLL CALL,** the following were present

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.

Commissioner Rosemarie Fernandez-Pifer was excused for business reasons

Appearances
For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney

For Thomas Doudiet
Jim Collins, Counsel
Thomas Doudiet

Also Present
Marie Blits, Counsel to the Fire Commission
Tania Bauer, Secretary to the Commission

2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED SETTLEMENT AGREEMENT**

Commission deliberations and possible approval of a proposed settlement concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Captain Thomas Doudiet dated April 14, 2004, for violation of the Rules and Regulations as follows:

Section 1102 – Captains – Accountability
Section 1103 – Captains – Responsibility
Section 2801 – Officers – Thorough Knowledge
Section 2802 – Officers – Discipline
Section 2805 – Officers – Leadership
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 – Disobedience
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Acting Captain Doudiet requested a closed session.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session

3.2. Vote on whether to hold a Closed Session

Commissioner Clarke moved for a closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

The Commission went into closed session 5:00 PM.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 6:55 PM

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Nakajo moved to report on action taken in closed session and Commissioner Goldman seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission unanimously voted to accept a proposed settlement between the Commission and Captain Doudiet, at the request and suggestion of the Chief.

Commissioner Conroy read the relevant portions of the agreement:: since filing the initial charge and recommendation with the Fire Commission, the Department had considered evidence and information in mitigation of the charges, including the brevity of the time Doudiet was Acting Captain on the "A" Watch at Station 14, and the efforts that he did make to prevent and address harassment. The parties agree, and that would also include Captain Doudiet, that Doudiet failed to take prompt and effective action to prevent, address and report harassment and inappropriate behavior among the employees he supervised at Station 14. And as part of this agreement, Captain Doudiet did plead guilty to the charges that were brought against him and the following terms were agreed to and which the Commission accepts:

Doudiet knowingly and voluntarily acknowledged that he failed to promptly respond to and prevent inappropriate and harassing behavior by employees under his supervision. He accepts the consequences of this failure. Doudiet shall receive a letter of reprimand from the Chief of Department.

For a period of one year from the date of this agreement, Doudiet shall not serve as a Captain in an acting or Like-Work-Like-Pay capacity. If at any time during that one-year period Doudiet receives a promotion to a permanent H30 Captain position, he agrees to pay the difference between his H30 salary and the H20 salary, which is that for a Lieutenant, for the remainder of that year in the form of a fine. Any disputes between Doudiet and the Department as to the calculation of the fine shall be submitted in writing and resolved by the Commission.

For a period of six months from the date of this agreement, Doudiet will not be assigned to Station 14 and will be assigned to a different station at the Chief's discretion. Doudiet agrees to attend and participate in sexual harassment prevention training as directed by the Department, and the Commission will be following up with

the Chief of Department to insure that the appropriate sexual harassment prevention training is undertaken by Doudiet.

If the Department charges Doudiet with a violation of any Fire Department Rule or Regulation during the one-year period following the execution of this agreement, Doudiet shall be entitled to a Hearing in accordance with the Commission's rules and procedures. If the Commission finds Doudiet guilty of any such violation, it may take this matter into account in determining the appropriate penalty as if a 30-day suspension had been imposed.

Finally, Doudiet waives any right to additional due process or any further appeal, writ or proceeding regarding these charges.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Goldman moved not to disclose any discussions held during the closed session and Commissioner Clarke seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the Special hearing was adjourned at 7:05 PM.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-03

FIRE COMMISSION REGULAR MEETING

Thursday – January 13, 2005 – 6:00 p.m.

698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.

JAN 10 2005

SAN FRANCISCO
PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES *[Action]*

Special Meetings of November 23, 2004 (6:00 p.m.), December 9, 2004 (5:15 p.m., and 6:30 p.m.) and Special Hearing of November 23, 2004 (5:00 p.m.)

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during December 2004.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from March to June, 2004.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 20 through December 3, 2004, and December 4 through December 17, 2004.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *DECEMBER 9, 2004:*

H51 Assistant Deputy Chief II

Patrick J. Casserly (vice: Ray Balzarini, retired)

Reporting the following PERMANENT appointment effective *DECEMBER 11, 2004:*

H2 Firefighter

Michael F. Digre

Reporting the following PROBATIONARY appointment effective *DECEMBER 15, 2004:*

H1 Fire Rescue Paramedic

Anna M. Herlitz (vice: Anna Herlitz's 2532 Position)

Reporting the following PROBATIONARY appointment effective *DECEMBER 6, 2004:*

1070 IS Project Director

Jesus A. Mora (vice: Hugo Aparicio, released)

Reporting the following TEMPORARY EXEMPT appointment effective *DECEMBER 20, 2004:*

7334 Stationary Engineer (As Needed)

David Perez (vice: Matthew Flecklin, separated)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Fitzgerald, Joseph	H20 Lieutenant	Service	Dec. 08, 2004
McKinney, Truman D.	H20 Lieutenant	Service	Oct. 01, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Discipline
Reporting the following disciplinary action:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Support Services	60 calendar days	12-17-04 thru 02-14-05	Sec. 3912 (Intoxicants & Drugs)

Resignation
Reporting resignation of H3 Firefighter/Paramedic Jose Valencia, effective November 13, 2004. (Resigned with satisfactory services. Approximate length of service – four years.)

Lay-Off – Rescindment

Reporting rescindment of involuntary leave (displacement) of the following 1450 Executive Secretary I, effective close of business September 24, 2004:

Christina M. Thomas
Bernice T. Bongalon-Basco

Leaves

Reporting leave of absence with pay for Inspector John Darmanin. Bureau of Fire Prevention, for five days, January 10 through January 14, 2005, in order to attend *Management 1A* class, offered by the Industrial Emergency Council, in San Carlos, California. Inspector Darmanin will pay for the cost of the workshop. He will not be replaced.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Ambulance 92	04-5-062	10/26/2004	745	A	File
Cause:	Lack of defensive driving techniques - While responding with red lights and siren, Amb 92 struck a civilian vehicle that had abruptly stopped				
Engine 2	04-5-063	10/26/2004	529	C	File
Cause:	Lack of defensive driving techniques - While attempting to change lanes, Eng 2 struck civilian vehicle				
Battalion 1	04-5-064	10/29/2004	912	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Batt 1's mirror struck a garbage can protruding into the street				
Com.Ctr.	04-5-065	10/30/2004	404	B	Bill
Cause:	While stopped to allow cars to pass, C/Ctr vehicle was struck from behind by a civilian vehicle				
Medic 43	04-5-066	11/2/2004	752	B	File
Cause:	While stopped at a stop sign, Medic 43 was struck from behind by a civilian vehicle				
Medic 3	04-5-067	11/3/2004	750	B	File
Cause:	While stopped at a red light, Medic 3 was struck by an open cab door as citizen attempted to enter cab				

Medic 18	04-5-068	11/4/2004	0	B	Bill

Cause: While transporting critical patient and travelling with red lights and siren, Medic 18 was struck by a civilian vehicle which failed to stop at an intersection

Engine 3	04-5-069	11/8/2004	544	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and turning right, Eng 3 struck the mirror of a parked civilian vehicle

Truck 2	04-5-070	11/11/2004	616	A	File

Cause: Failure to anticipate other vehicle's movement (tiller error) - While responding with red lights and siren, Trk 2 failed to leave enough clearance when changing lanes

Engine 22	04-5-071	11/13/2004	504	A	File

Cause: Driver skill deficiency - While negotiating a tight left turn, Eng 22 struck a parked civilian vehicle

Truck 13	04-5-072	11/13/2004	621	A	File

Cause: Driving skill deficiency (tiller error) - While pulling Trk 13 to the curb, the rear section of Trk 13 struck a parked civilian vehicle

Medic 13	04-5-073	10/10/2004	737	C	File

Cause: Lack of defensive driving techniques - While responding with red lights and siren, Medic 13 failed to gain control of intersection while making a right turn, and struck a civilian vehicle

BFP	04-5-074	11/10/2004	920	A	File

Cause: Driver inattention - While driving on freeway, BFP vehicle lost control of the vehicle and drove through a flooded section and struck a guard rail

Engine 1	04-5-075	11/11/2004	0	B	Bill

Cause: While making a right turn, Eng 1 was struck by a cab by starting from a stop before Eng 1 completed the turn

Truck 2	04-5-076	11/19/2004	616	B	File

Cause: While parked at an incident, Trk 2 was struck by a van that fled the scene

Truck 15	04-5-077	11/21/2004	622	A	File
Cause:	Misjudged clearance (PX tiller) - During tiller/driver training, tiller of Trk 15 struck a parked civilian vehicle				
Battalion 2	04-5-078	11/24/2004	928	B	Bill
Cause:	While stopped in traffic, Batt 2 was rear ended by a taxicab				
Medic 29	04-5-079	11/24/2004	742	A	File
Cause:	Driver inattention - While returning to quarters, Medic 29 struck the mirror of a parked civilian vehicle				
Medic 41	04-5-080	11/28/2004	753	A	File
Cause:	Driver inattention - While backing up, Medic 41 struck an illegally parked car; spotter was not positioned to prevent accident				
Medic 32	04-5-081	11/28/2004	754	A	File
Cause:	Driver inattention - While leaving the scene of an incident, Medic 32 grazed a pole				
Engine 32	04-5-082	11/28/2004	541	A	File
Cause:	Misjudged clearance - While leaving the scene of an incident, Eng 32 struck a parked civilian vehicle on a narrow street				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from November 30, 2004 through January 6, 2005:

1. From Martin Kimotho, Program Coordinator, Asthma Program, Bayview Hunters Point Health & Environment Resource Center, thanking the Commission and Department for their support and donation of toys to the less privileged children in Bayview Hunters Point. Copy: Commissioners and Chief of Department.

2. From Gary R. Marsh, concerned citizen, thanking the Commission and Department for providing a great program, namely, NERT, which educates, prepares and builds strong communities to respond to disasters, and commending the professionalism of the instructors. Copy: Commissioners, Chief of Department and Director of Training.

3. From Dawn Klehm, informing the Commission that housing communities that have locked gated entryways are a Fire hazard and prevent free access to fire rescue, police and medical teams. Copy: Commissioners, Chief of Department and Fire Marshal.

4. From Bonnie Roberts, San Mateo County Early Start Program, thanking the Commission and Department for toys donated by the San Francisco Firefighters Toy Program and distributed by Santa to children of needy families and to children with disabilities who could not go to crowded malls. Copy: Commissioners and Chief of Department.

5. From John Hanley, President, Firefighters Local 798, warning that to divert funds, targeted for an H2 training class, to the EMS Reconfiguration would be a grave mistake, since due to a large number upcoming retirements there would be a shortage of firefighters and, therefore, overtime cost would soar. Copy: Commissioners, Chief of Department and EMS Chief.

6. From Marilyn Koehler, Forest Hill Christian Church Nursery School, thanking the volunteers from the SFFISE for their educational visit with a fire truck encouraging the participation of the children in "stop, drop and roll" drills. Copy: Commissioners and Chief of Department.

7. From Rob Rich, Multifamily Construction Manager, Mayor's Office of housing, thanking Lieutenant Kehoe and Inspector Sperisen for resolving building issues in a professional and timely manner. Copy: Commissioners, Chief of Department and Fire Marshal.

8. From Dr. Raymond Isola, Principal, Sanchez Elementary School, SFUSD, thanking Station 6, Truck 6 and crew for participating in *Family Fun Day at Sanchez School* and providing the children with a great educational experience and a lot of fun. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

9. From Jessica Marshall, Prevention Coordinator, Alisa Ann Ruch Burn Foundation, thanking the Department for the SFFISE Program (San Francisco Firefighters in Safety Education) for giving presentations to over 9,000 young children in over 30 schools about fire safety and burn prevention. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Report from Suppression
Federico J. Sanchez, Deputy Chief, Operations

Report from Emergency Medical Services
Glenn Ortiz-Schuldt, EMS Chief, and Marshal Isaacs, M.D., SFFD Medical Director, and EMS staff providing monthly update.

B. Fire Commission Resolution 05-1 NERT Program *[Action]*

Submitting for adoption Resolution No. 05-1 accepting donation of $100,000 from Fireman's Fund Insurance Company to promote and enhance the NERT (Neighborhood Emergency Response Team) Program

Action to be taken: Adoption of resolution

C. Fire Commission Resolution 05-2 Key Lock Box Entry System *[Action]*

Submitting for adoption Resolution No. 05-2 accepting donation of the electronic rapid entry system, a value of $30,000, with the provision of coded keys to be placed inside the security lock boxes on apparatus, and training of Fire Department personnel in the system's use.

Action to be taken: Adoption of resolution

D. Special Presentation – Homeland Security and Special Operations *[Discussion]*

Alfred P. Quartaroli, Assistant Deputy Chief

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-03

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 13, 2005 – 6:00 p.m. (7:00 p.m.)
698 Second Street, Room 102

Item No.

1. **ON ROLL CALL,** the following were noted present:

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President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Alfred P. Quartaroli	- Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	- Division 2
James A. Barden	- Division 3 (Acting)

EMS Officers:

Marshal Isaacs, M.D.	- SFFD Medical Director
James M. Fazackerley	- Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Special Meetings of November 23, 2004 (6:00 p.m.), December 9, 2004 (5:15 p.m., and 6:30 p.m.) and Special Hearing of November 23, 2004 (5:00 p.m.)

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during December 2004.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from March to June, 2004.

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 20 through December 3, 2004, and December 4 through December 17, 2004.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *DECEMBER 9, 2004:*

H51 Assistant Deputy Chief II

Patrick J. Casserly (vice: Ray Balzarini, retired)

Reporting the following PERMANENT appointment effective *DECEMBER 11, 2004:*

H2 Firefighter

Michael F. Digre

Reporting the following PROBATIONARY appointment effective *DECEMBER 15, 2004:*

H1 Fire Rescue Paramedic

Anna M. Herlitz (vice: Anna Herlitz's 2532 Position)

Reporting the following PERMANENT appointment effective *DECEMBER 16, 2004*:*

H1 Fire Rescue Paramedic

Anna M. Herlitz

**MOU specifies a probationary period of one day (Section 12)*

Reporting the following PROBATIONARY appointment effective *DECEMBER 6, 2004:*

1070 IS Project Director

Jesus A. Mora (vice: Hugo Aparicio, released)

Reporting the following TEMPORARY EXEMPT appointment effective *DECEMBER 20, 2004:*

7334 Stationary Engineer (As Needed)

David Perez (vice: Matthew Flecklin, separated)

Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Fitzgerald, Joseph	H20 Lieutenant	Service	Dec. 08, 2004
McKinney, Truman D.	H20 Lieutenant	Service	Oct. 01, 2004

(Retirement Certificates will be presented at Fire Commission meeting of February 24, 2005)

Discipline

Reporting the following disciplinary action:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Support Services	60 calendar days	12-17-04 thru 02-14-05	Sec. 3912 (Intoxicants & Drugs)

Resignation

Reporting resignation of H3 Firefighter/Paramedic Jose Valencia, effective November 13, 2004. (Resigned with satisfactory services. Approximate length of service – four years.)

Lay-Off – Rescindment

Reporting rescindment of involuntary leave (displacement) of the following 1450 Executive Secretary I, effective close of business September 24, 2004:

Christina M. Thomas
Bernice T. Bongalon-Basco

Leaves

Reporting leave of absence with pay for Inspector John Darmanin. Bureau of Fire Prevention, for five days, January 10 through January 14, 2005, in order to attend *Management 1A* class, offered by the Industrial Emergency Council, in San Carlos, California. Inspector Darmanin will pay for the cost of the workshop. He will not be replaced.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Ambulance 92	04-5-062	10/26/2004	745	A	File
Cause: Lack of defensive driving techniques - While responding with red lights and siren, Amb 92 struck a civilian vehicle that had abruptly stopped					
Engine 2	04-5-063	10/26/2004	529	C	File
Cause: Lack of defensive driving techniques - While attempting to change lanes, Eng 2 struck civilian vehicle					
Battalion 1	04-5-064	10/29/2004	912	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Batt 1's mirror struck a garbage can protruding into the street

Com.Ctr.	04-5-065	10/30/2004	404	B	Bill

Cause: While stopped to allow cars to pass, C/Ctr vehicle was struck from behind by a civilian vehicle

Medic 43	04-5-066	11/2/2004	752	B	File

Cause: While stopped at a stop sign, Medic 43 was struck from behind by a civilian vehicle

Medic 3	04-5-067	11/3/2004	750	B	File

Cause: While stopped at a red light, Medic 3 was struck by an open cab door as citizen attempted to enter cab

Medic 18	04-5-068	11/4/2004	0	B	Bill

Cause: While transporting critical patient and travelling with red lights and siren, Medic 18 was struck by a civilian vehicle which failed to stop at an intersection

Engine 3	04-5-069	11/8/2004	544	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and turning right, Eng 3 struck the mirror of a parked civilian vehicle

Truck 2	04-5-070	11/11/2004	616	A	File

Cause: Failure to anticipate other vehicle's movement (tiller error) - While responding with red lights and siren, Trk 2 failed to leave enough clearance when changing lanes

Engine 22	04-5-071	11/13/2004	504	A	File

Cause: Driver skill deficiency - While negotiating a tight left turn, Eng 22 struck a parked civilian vehicle

Truck 13	04-5-072	11/13/2004	621	A	File

Cause: Driving skill deficiency (tiller error) - While pulling Trk 13 to the curb, the rear section of Trk 13 struck a parked civilian vehicle

Medic 13	04-5-073	10/10/2004	737	C	File

Cause: Lack of defensive driving techniques - While responding with red lights and siren, Medic 13 failed to gain control of intersection while making a right turn, and struck a civilian vehicle

BFP	04-5-074	11/10/2004	920	A	File

Cause: Driver inattention - While driving on freeway, BFP vehicle lost control of the vehicle and drove through a flooded section and struck a guard rail

Engine 1	04-5-075	11/11/2004	0	B	Bill

Cause: While making a right turn, Eng 1 was struck by a cab by starting from a stop before Eng 1 completed the turn

Truck 2	04-5-076	11/19/2004	616	B	File

Cause: While parked at an incident, Trk 2 was struck by a van that fled the scene

Truck 15	04-5-077	11/21/2004	622	A	File

Cause: Misjudged clearance (PX tiller) - During tiller/driver training, tiller of Trk 15 struck a parked civilian vehicle

Battalion 2	04-5-078	11/24/2004	928	B	Bill

Cause: While stopped in traffic, Batt 2 was rear ended by a taxicab

Medic 29	04-5-079	11/24/2004	742	A	File

Cause: Driver inattention - While returning to quarters, Medic 29 struck the mirror of a parked civilian vehicle

Medic 41	04-5-080	11/28/2004	753	A	File

Cause: Driver inattention - While backing up, Medic 41 struck an illegally parked car; spotter was not positioned to prevent accident

Medic 32	04-5-081	11/28/2004	754	A	File

Cause: Driver inattention - While leaving the scene of an incident, Medic 32 grazed a pole

Engine 32	04-5-082	11/28/2004	541	A	File

Cause: Misjudged clearance - While leaving the scene of an incident, Eng 32 struck a parked civilian vehicle on a narrow street

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from November 30, 2004 through January 6, 2005:

1. From Martin Kimotho, Program Coordinator, Asthma Program, Bayview Hunters Point Health & Environment Resource Center, thanking the Commission and Department for their support and donation of toys to the less privileged children in Bayview Hunters Point. Copy: Commissioners and Chief of Department.

2. From Gary R. Marsh, concerned citizen, thanking the Commission and Department for providing a great program, namely, NERT, which educates, prepares and builds strong communities to respond to disasters, and commending the professionalism of the instructors. Copy: Commissioners, Chief of Department and Director of Training.

3. From Dawn Klehm, informing the Commission that housing communities that have locked gated entryways are a Fire hazard and prevent free access to fire rescue, police and medical teams. Copy: Commissioners, Chief of Department and Fire Marshal.

4. From Bonnie Roberts, San Mateo County Early Start Program, thanking the Commission and Department for toys donated by the San Francisco Firefighters Toy Program and distributed by Santa to children of needy families and to children with disabilities who could not go to crowded malls. Copy: Commissioners and Chief of Department.

5. From John Hanley, President, Firefighters Local 798, warning that to divert funds, targeted for an H2 training class, to the EMS Reconfiguration would be a grave mistake, since due to a large number upcoming retirements there would be a shortage of firefighters and, therefore, overtime cost would soar. Copy: Commissioners, Chief of Department and EMS Chief.

6. From Marilyn Koehler, Forest Hill Christian Church Nursery School, thanking the volunteers from the SFFISE for their educational visit with a fire truck encouraging the participation of the children in "stop, drop and roll" drills. Copy: Commissioners and Chief of Department.

7. From Rob Rich, Multifamily Construction Manager, Mayor's Office of housing, thanking Lieutenant Kehoe and Inspector Sperisen for resolving building issues in a professional and timely manner. Copy: Commissioners, Chief of Department and Fire Marshal.

8. From Dr. Raymond Isola, Principal, Sanchez Elementary School, SFUSD, thanking Station 6, Truck 6 and crew for participating in *Family Fun Day at Sanchez School* and providing the children with a great educational experience and a lot of fun. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

9. From Jessica Marshall, Prevention Coordinator, Alisa Ann Ruch Burn Foundation, thanking the Department for the SFFISE Program (San Francisco Firefighters in Safety Education) for giving presentations to over 9,000 young children in over 30 schools about fire safety and burn prevention. Copy: Commissioners and Chief of Department.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, noted that on January 16th it will be one year since she has been serving as Chief of Department. She stated that the Department had been asked to submit a report of accomplishments for 2004. Highlights of the report will be a 21% reduction in disability and a 19% reduction in accidents for the same period last year. Chief Hayes-White declared that she was proud of the Department's efforts in the community, namely, the revitalization of the NERT program due to grant funding and the SFISE (San Francisco Firefighters in the School) program.

Chief Hayes-White pointed out that it had been a busy month in the field with working fires and greater alarms and she welcomed the presence of some of the Commissioners at the greater alarms. The number of calls has been higher due to seasonal and weather-related reasons.

Chief Hayes-White welcomed Assistant Chief James Barden, who was selected to oversee the implementation of the EMS Reconfiguration project. She also welcomed Julia Dawson, the new Chief Financial Officer, to the Department. Ms. Dawson was previously a Deputy Director in the Department of Parking and Traffic overseeing finance. Furthermore, she announced the appointment of Jesus Mora as the Information Services Manager. Mr. Mora, on loan from DTIS (Department of Telecommunication and Information Services) had previously worked with the Department on a number of projects.

At the request of Chief Hayes-White, Gary Massetani, Assistant Deputy Chief, Administration, responded to questions related to ECD (Emergency Communications Department) staffing. He informed the Commission that all hourly wages currently being paid to uniformed members of the Fire Department are being paid by the Department. Chief Massetani stated that as of FY 2004-05, nine members returned to the Department. Furthermore, as of FY 2005-06, another 20 members are to return to the Department. As it stands now though, the Department is paying for those members and for their overtime, as necessary. Chief Massetani stated that as of the start of FY 2005-06, the Department will no longer fund call-takers only supervisory personnel, namely, a battalion chief and some deck officers.

Report from Suppression

Fred Sanchez, Deputy Chief, Operations, informed the Commission (1) that he will be working with Chris Cunnie, Director of ECD, to make a smooth transition to civilian call takers come July 1, 2005; (2) of a report on how brown-outs are planned, their frequency and rotation; and (3) of an opportunity for two members of the Department to witness, at the suggestion of the Marvin Howard, Chief of Region 2, the mudslides in Ventura County and how they were handled since the experience could be valuable to San Francisco in the future due to the possibility of a similar event because of similar terrain.

Chief Sanchez reported that there had been eight greater alarms and 17 working fires in the reporting period from December 10, 2004 to January 12, 2005. The greater alarm fires resulted in: (1) $1,800, 000 in property damage; (2) $755,000 in content damage; (3) $485,000 in exposure property damage; (4) $275,000 in exposure content damage; (4) no civilian injuries and one civilian fatality; (5) several firefighter injuries and no firefighter fatalities; and (6) 41 adults and 20 children displaced. He proceeded to describe in further detail some of the greater alarm fires. In addition, Chief Sanchez has asked Division Chiefs to report on the effect of the brown-outs on each greater alarm fire.

Commissioner Goldman noted that loss of life is an unfortunate and sad occasion. He believed that it was important for the community to understand that over the past 11 years an average of 12 people perished in fires in San Francisco, and that it was not in the ability of this Department to assure that no one would perish in a fire. Commissioner Goldman believed that it was important to understand that if people did die in a fire, it was not due simply to budget cuts but rather that these were unfortunate occasions.

Chief Sanchez added that even with a decrease in civilian fire deaths primarily due to the mandatory installation of sprinklers and smoke detectors there was disturbing trend in 2004 with an increase to 107 in firefighter deaths. This is being attributed to new building components, such as laminated woods, which have doubled the hazard of heat exposure, and have increased firefighter' risk.

Report from Emergency Medical Services

Marshal Isaacs, M.D., SFFD Medical Director, informed the Commission that the EMS training that will be occurring over the next few month has been mandated either by the State, by the County or by the MOU. Paramedic preceptor training has been scheduled which will allow experienced paramedics to mentor or to provide field internships to those who are in training in the program offered by City College. Additionally, these paramedic preceptors will also be able to provide training to the Department's new paramedics and EMTs. In the coming weeks, the Department will train members to become American Heart Association (AHA) CPR and advanced life support instructors, since every member will have to undergo an AHA mandated recertification in the next two years. Dr. Isaacs commended the EMS In-Training staff for doing an excellent job with a minimum of resources.

In closing, Dr. Isaacs pointed out to the Commission that the Department had again performed high quality out-of-hospital research and had an article accepted, "Pre-Hospital Emergency Care" by the flagship *EMS Journal.* The author of the study was Dr. Michael Casner, SFFD Assistant Medical Director, and it dealt with a high-tech, boarded vest that performs CPR. The device performs CPR faster, better and longer than any human being can and provides enough pressure to get blood flowing to the brain and to the heart. Dr. Isaacs acknowledged Chief Fazackerly, Captains Anderson and Zanoff, in this effort and, especially, the field paramedic captains responsible for applying the device.

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, provided a brief operational report for the month of December: (1) no brownouts of ambulances; (2) 19 station-based ambulances were on duty 24/7; (3) average of 25 ALS engines per day, with a low of 21 and high of 30 occurring; and (4) HIPPA compliance has progressed with notices in six languages (Tagalog, Russian, Spanish, Vietnamese, Chinese and Japanese) provided to every patient. Community outreach continues through H1s continues in the Hunters Point Health Clinic and teaching classes to at-risk children for asthma in the Open Airways in the schools program.

Furthermore, work has begun on the FY 2005-06 budget submissions. The biomed inventory was performed, which consists of monitors and other high-tech equipment that is carried in the field to address patient needs, and has a replacement value of $1.8 million. There were 12 UOs (Unusual Occurrances), all of a non-critical nature. There are still 19 open Incident Management (or UOs) remaining, down from 50 six months ago.

In closing, Chief Ortiz-Schuldt discussed response times and noted that according to the matrix, the Department is exceeding the City standard of 4 minutes and 30 seconds for *first defillibrator or first unit on scene* in eight of ten battalion districts. For *first ALS unit on scene*, the City standard is seven minutes and the Department is arriving in five minutes and 48 seconds, with the exception of Battalion District 8. For *first transport* (for life threatening emergencies), the City standard is 10 minutes and the Department is arriving in nine minutes and 25 seconds. Even for Code 2 non-life threatening emergencies, the ambulance response time standard is 20 minutes and the Department is responding within 15 minutes.

Chief Ortiz-Schuldt reported that the department delivered 52 patients to the McMillan Stabilization Center. He pointed out that in the first 15 months of operation there has been only one "bounce-back", that is, a patient who was delivered to the McMillan Center but needed to go to the emergency room, which indicates a high rate of accuracy in patient assessments.

Chief Hayes-White added an update on the EMS Reconfiguration. She stated that tentative approval for both the EMT and the paramedic job descriptions had been given by the Department of Human Resources. The Department negotiated minimum qualifications and received a variance from the EMS Agency. An outline for curriculum and a class schedule have been developed. Supply issues, including a scoping study on uniforms and possible sites for satellite supply delivery, are being addressed.

Commissioner Goldman had various questions regarding boarded CPR vest to which Dr. Isaacs responded. He had further questions concerning the EMS Reconfiguration and the software that is to be utilized for the new system. As Chief Ortiz-Schuldt and Chief Massetani were responding, Deputy City Attorney Rosa Maria Sanchez interrupted and reminded those present of the Brown Act and the Sunshine Ordinance which obligates that only matters that had been presented to the Commission could be discussed. She suggested that the agenda be more descriptive and indicative of what is to be discussed at the meetings. If a subject had been discussed at a previous meeting or if it was an on-going discussion, such as the EMS Reconfiguration, the agenda should reflect that there will be discussion of past meeting content. Ms. Sanchez explained that the reason for this is so that the public can be given proper notice in case they are interested to be present to hear a specific item on the agenda.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Fire Commission Resolution 05-1 NERT Program *[Action]*

Submitted for adoption Resolution No. 05-1 accepting donation of $100,000 from Fireman's Fund Insurance Company to promote and enhance the NERT (Neighborhood Emergency Response Team) Program

Commissioner Fernandez-Pifer moved and Commissioner Goldman seconded. There were no questions or discussion and Resolution No. 05-1 was adopted.

C. Fire Commission Resolution 05-2 Key Lock Box Entry System *[Action]*

Submitting for adoption Resolution No. 05-2 accepting donation of the electronic rapid entry system, a value of $30,000, with the provision of coded keys to be placed inside the security lock boxes on apparatus, and training of Fire Department personnel in the system's use.

Note: This item was continued to a meeting at a later date.

D. Special Presentation – Homeland Security and Special Operations *[Discussion]*

Alfred P. Quartaroli, Assistant Deputy Chief

Note: This item was continued to the meeting of January 27, 2005.

5. PUBLIC COMMENT

Joel Sato, President, Asian Firefighters Association, introduced himself as the newly elected President and Keith Onishi as the new Vice President. Mr. Sato wished to personally invite the Commission, the Chief and her staff to the Chinese New Year Parade on February 19th.

Furthermore, he announced that the Asian Firefighters are planning a Community Service Awards dinner on March 11, 2005 at the Argent Hotel. They will be honoring several members of the Department and a Commissioner, namely, Assistant Deputy Chief Paul Chin, Firefighter Keith Onishi and Commissioner Nakajo. Proceeds from the dinner and a planned raffle are to benefit the tsunami relief effort.

Commissioner Goldman wished to respond to a letter from John Hanley, President, Local 798, regarding Commissioner Goldman's remarks made at a previous meeting that brown-outs will have not impact on insurance premiums in the San Francisco.

Commissioner Goldman explained that he investigated the topic further and consulted with two experts from the Community Mitigation Division of the Insurance Services Office (ISO). Commissioner Goldman believes that the research done by members of local 798 from a website is not define the process for San Francisco. There are no annual or frequent status reports.

San Francisco was designated a stat rated community back in August 1, 1987 and no longer undergoes this kind of review. A public protection classification was established that ranges from a best of 1 to a worst of 10. San Francisco is rated as a 2, with only one city in Northern California as 1 - Stockton. In California there are ten communities, both large and small, that have a 1 rating and 56 that have a 2 rating from approximately a 1000 cities. Commissioner Goldman believed this to be a very impressive rating number. Furthermore, taken nationwide in this class, there are 45 1 ratings in the nation and 374 2 ratings out of

approximately 45,000 communities. Commissioner Goldman emphasized that San Francisco has had, and maintains, a very favorable rating since 1987.

6. ADJOURNMENT

Prior to adjournment, Chief Hayes-White respectfully requested for the meeting to be adjourned in celebration of her father, Tom Hayes, who was celebrating his 80th birthday on this day.

President Conroy adjourned the meeting in honor of the 80th birthday of Tom Hayes.

There being no further business to come before the Commission, the meeting was adjourned at 8:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

A. Conroy, *President*
en A. Nakajo, *Vice President*
entine Clarke, *Commissioner*
marie Fernandez, *Commissioner*
glas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05 - 1

WHEREAS, the Neighborhood Emergency Response Team (NERT) Program instructs citizens of San Francisco in basic disaster skills that will allow them to be self-sufficient after a major disaster and to help their family and neighbors should the Fire Department's response be delayed or unavailable; and

WHEREAS, the funding of the NERT Program was eliminated from the San Francisco Fire Department's FY 2003-04 budget and the NERT Program was being sustained through federal and state grant monies; and

WHEREAS, the demand for NERT training classes has increased while funding from the Fire Department and various sources has decreased; and

WHEREAS, the Fireman's Fund Insurance Company has donated $100,000 to the San Francisco Fire Department to promote and enhance the NERT Program; and

WHEREAS, Fireman's Fund plans to work directly with the Fire Department by providing monetary support as well as employee volunteers to participate in furthering the goal of NERT to prepare as many citizens as possible for a natural or manmade disaster; now, therefore be it

RESOLVED, that the San Francisco Fire Commission gratefully accepts the gift of $100,000 from Fireman's Fund Insurance Company.

Adopted at the Regular Meeting of the San Francisco Fire Commission on January 13, 2005.

Ayes: Conroy, Nakajo, Fernandez-Pifer, Clarke, Douglas
Absent:

_____
Tania Bauer, Commission Secretary

Fireman's Fund®

A company of the Allianz Group

Grant Compliance Agreement

This agreement is made and entered into this 17 day of December 2004 by and between Fireman's Fund Insurance Company (FFIC) of Novato, California, and San Francisco Fire Department (Department/District) ("the Department") located at 698 Second Street, San Francisco, CA 94107 (Address).

Whereas, it is intended that the Department will utilize a grant award received from FFIC for the specific purpose outlined in the Department's grant application and approved by FFIC.

FFIC reserves the right to communicate with and visit the Department on an ongoing basis to ensure that the grant funding is utilized for the express purpose intended. The Department is required to apply a grant from FFIC within 90 days of receipt of funds. Additionally, the Department must supply FFIC with a copy of the paid invoice within 30 days of purchases utilizing grant funds.

The Department must notify FFIC within 30 days of receipt of funds if it decides to use a different vendor than stated in its application, if it decides to purchase a different quantity of items approved by FFIC, or if it chooses to apply funds differently than originally intended or approved by FFIC. Unused funds must be returned to FFIC.

If the Department plans to use funds for any other purpose other than originally outlined and approved by FFIC, the Department must first obtain approval from FFIC. In the event that the grant funding is not utilized for the purpose(s) approved by FFIC and outlined in the original grant application and FFIC is not notified of any changes to the original request, FFIC reserves the right to revoke the grant funding, request the return of the full grant amount, and eliminate the Department from consideration for future grants.

If the Department is awarded a grant, FFIC reserves the right to publicize the request and award in all marketing and communications activities. FFIC invites your department to contact us to discuss any additional marketing or public relations assistance we can provide on your behalf.

Finally, as a way to demonstrate the overall impact of this grant program, FFIC asks that the Department provide documentation demonstrating the effect the funding has had on operations. This can be documented via E-mail, letter, photos, video, or however the department sees fit. We request that this impact be documented and shared with FFIC within six months of the receipt of the grant.

By signing this agreement, Department agrees to carry out the aforementioned activities as planned.

In WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first witnessed above.

Agreed to and Accepted:

Department:	San Francisco Fire Department
By:	(X) Joanne Hayes-White 12/20/04
Print Name and Title:	Joanne Hayes-White, Chief of Department
Dept. Tax/Fed ID #:	94-6000417
Grant Checks Addressed to:	San Francisco Fire Department - NERT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL HEARING

Thursday – January 27, 2005 - 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

Item
No.

1. **On ROLL CALL,** the following were present

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Douglas E. Goldman, M.D.

Commissioner Clarke was excused due to illness

DOCUMENTS DEPT.

FEB - 7 2005

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Also Present
Paul Zarevsky, Deputy City Attorney
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**

In accord with Section 4001 of the Rules and Regulations, Firefighter Robert Arzave, Truck 2, has appealed his six-day suspension for the period July 10/11, July 13/14 and July 16/17, 2004. Firefighter Arzave was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department
Section 3958 – Discrimination and Harassment Prohibited

This portion of the meeting may be held in Closed Session pursuant to Government *Code Section 54957. If so,*

3.1. Vote on whether to hold Closed Session

Commissioner Nakajo moved to hold a closed session and Commissioner Goldman seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 4:45 PM

3.3. Reconvene in Open Session

The Commission reconvened in open session at 6:00 PM

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Nakajo moved to report on action taken in closed session and Commissioner Fernandez-Pifer seconded. The motion was unanimously approved.

The Commission voted to exclude Commissioner Goldman from participating in discussion and voting since he had not read the transcript. All other Commissioners present declared that they had read the full transcript and reviewed the exhibits.

President Conroy reported that the Fire Commission, by unanimous vote, found that Firefighter Arzave was in violation of Sections 3915, 3919, 3922, and 3958 as charged. The Commission determined that a four-day suspension was appropriate for these violations.

The Commission denied the appellant's Motion to Dismiss.

The Commission requested that Deputy City Attorney Grumbach prepare proposed Findings of Fact for this case and present them to the Commission within 30 days, with a copy to Firefighter Arzave and his representative. Firefighter Arzave shall have 15 days to submit a response to the proposed Findings to the Commission.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Nakajo moved not to disclose any discussion held during the closed session and Commissioner Fernandez-Pifer seconded. The motion was unanimously approved.

4. **ADJOURNMENT**

There being no further business before the Commission, the hearing was adjourned at 6:15 PM.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, January 27, 2005 – 3:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

AGENDA

Item No.

DOCUMENTS DEPT.

JAN 24 2005

SAN FRANCISCO PUBLIC LIBRARY

01-24-05A11:03 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernadez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas Goldman, M.D.

2. PUBLIC COMMENT

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

1. Vote on whether to hold Closed Session
2. Public Comment on all matters pertaining to Closed Session
3. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL HEARING

Thursday – January 27, 2005 - 4:30 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

DOCUMENTS DEPT.

JAN 24 2005

SAN FRANCISCO
PUBLIC LIBRARY

01-21-05A11:03 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on all matters within the subject matter jurisdiction of the Commission.

3. COMMISSION DELIBERATIONS ON SUSPENSION APPEAL

In accord with Section 4001 of the Rules and Regulations, Firefighter Robert Arzave, Truck 2, has appealed his six-day suspension for the period July 10/11, July 13/14 and July 16/17, 2004. Firefighter Arzave was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department
Section 3958 – Discrimination and Harassment Prohibited

A. Hearing

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1, and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a).

4. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 05-08

FIRE COMMISSION REGULAR MEETING
Thursday – January 27, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.
JAN 24 2005
SAN FRANCISCO
PUBLIC LIBRARY
01-24-05A11:04 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of January 13, 2005 (6:00 p.m.), Special Meeting of January 13, 2005 (3:00 p.m.), and Special Hearing of January 13, 2005 (4:30 p.m.)

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, December 18 through December 31, 2004.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointment

Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 10, 2005:*

931 Manager III

Julia Dawson (vice: Christine Ragan, resigned)

Reporting the following PERMANENT appointment effective *DECEMBER 16, 2004*:*

H1 Fire Rescue Paramedic

Anna M. Herlitz

**MOU specifies a probationary period of one day (Section 12)*

(Note: The above H1 Fire Rescue Paramedic was appointed effective December 15, 2004 – Item 3.A, Minutes 01-13-05)

Reporting the following PERMANENT appointment effective *NOVEMBER 11, 2004:*

7388 Utility Plumber

Kermith T. Miller

Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Prosch, Robin L.	H20 Lieutenant	Service	Dec. 30, 2004
Hicks, Terry J.	H2 Firefighter	Service	Dec. 31, 2004

(Retirement Certificates will be presented at Fire Commission meeting of March 24, 2005)

Discipline

Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H4 Inspector	BFP	4	01-25-05 thru 01-28-05	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 13	4	01-26-05 01-27-05 01-30-05 01-31-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Com. Ctr.	6	01-28-05 01-29-05 01-30-05 02-03-05 02-04-05 02-05-05	Sec. 3915 (Proper Behavior) Sec. 3919 (Unacceptable Language) Sec. 3922 (Acts Detrimental to Welfare of Department) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 33	4	01-24-05 01-25-05 01-27-05 01-28-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3954 (Exchanges of Tours of Duty) Sec. 19.7 (Policies and Procedures Guide) Station Policy regarding Trades and Standbys

Resignation
Reporting resignation of H2 Firefighter Andrea R. Davies, effective December 28, 2004. (Resigned with satisfactory services. Approximate length of service – seven years.)

Resignation
Reporting resignation of Temporary Exempt 7334 Stationary Engineer David Perez, effective December 28, 2004. (Resigned with satisfactory services. Started work 12-20-04.)

Leaves
Reporting request for renewal of leave of absence without pay from 1450 Executive Secretary I Bernice Bongalon from January 1 through June 30, 2005. (Leave requested in order to accept a provisional promotional appointment as 1452 Executive Secretary II at the Emergency Communications Department.)

Reporting leaves of absence with pay for the time period from September 2004 through January 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1446 Secretary II	60
35	H2 Firefighter	617
4	H3 Firefighter/Paramedic	59
1	H4 Inspector	53
2	H20 Lieutenant	38
2	H30 Captain	20
1	H33 Rescue Captain	16
1	H40 Battalion Chief	10
	Total Number of Days with Pay	873

Reporting intermittent leaves with pay for the time period from September 2004 through February 2006 for the following:

1	H2 Firefighter	Nov. 01, 2004 – Nov. 01, 2005
1	H2 Firefighter	Sep. 01, 2004 – Sep. 01, 2005
1	H2 Firefighter	Nov. 29, 2004 – Sep. 12, 2005
1	H2 Firefighter	Feb. 01, 2005 – Sept 12, 2005
1	H2 Firefighter	Feb. 11, 2005 – Feb. 11, 2006
1	H2 Firefighter	Nov. 10, 2004 – Nov. 10, 2005
1	H2 Firefighter	Dec. 14, 2004 – Dec. 13, 2005
1	H2 Firefighter	Dec. 14, 2004 – Dec. 14, 2005
1	H2 Firefighter	Dec. 16, 2004 – Dec. 16, 2005
1	H2 Firefighter	Dec. 23, 2004 – Dec. 22, 2005
1	H2 Firefighter	Jan. 10, 2005 – Jan. 09, 2006
1	H2 Firefighter	Feb. 02, 2005 – Feb. 01, 2006
1	H2 Firefighter	Dec. 16, 2004 – Dec. 16, 2005

1	H2 Firefighter	Dec. 29, 2004 – Dec. 29, 2005
1	H2 Firefighter	Feb. 17, 2005 – Feb. 16, 2006
1	H2 Firefighter	Jan. 01, 2005 – Jan. 01, 2006
1	H2 Firefighter	Jan. 01, 2005 – Dec. 31, 2005
1	H2 Firefighter	Jan. 15, 2005 – Jan. 15, 2006
1	H3 Firefighter/Paramedic	Dec. 20, 2004 – Dec. 20, 2005
1	H3 Firefighter/Paramedic	Jan. 31, 2005 – Jan. 30, 2006
1	H3 Firefighter/Paramedic	Apr. 08, 2005 – Feb. 27, 2006
1	H3 Firefighter/Paramedic	Jan. 01, 2005 – Dec. 31, 2005
1	H20 Lieutenant	Dec. 11, 2004 – Dec. 11, 2005
1	H20 Lieutenant	Jan. 12, 2005 – Jan. 12, 2006
1	H33 Rescue Captain	Jan. 12, 2005 – Jan. 11, 2006

Reporting leaves of absence without pay for the time period from December 2004 through March 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	90
1	H3 Firefighter/Paramedic	16
	Total number of Days w/o Pay	106

Military Leaves

Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	11-17-04 thru 11-22-04	6	US Marine Corps Hunter Army AF, GA	Attend Active Duty Training
Simon, Ramon SSG	H2 FF	01-20-05 thru 02-02-05	14	US Army Res. Camp Parks, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 12	04-5-083	11/4/2004	624	A	File

Cause: Driving skill deficiency - While responding to a working fire, Trk 12 scraped two parked vehicles

Battalion 8	04-5-084	11/25/2004	914	A	File

Cause: Driver inattention - While attending to a working fire, Batt 8 vehicle was parked without setting the parking brake and thereby rolled forward

Medic 8	04-5-085	11/28/2004	0	A	File

Cause: Misjudged clearance - While travelling south on Hyde Street, Medic 8 broke the ambulance mirror by striking a parked vehicle

Medic 13	04-5-086	11/29/2004	734	A	File

Cause: Misjudged clearance - While transporting a patient and making a right turn, Medic 13 struck a parked vehicle

Engine 31	04-5-087	12/2/2004	508	A	File

Cause: Misjudged clearance - While travelling on Mission Street, Eng 31 struck mirror of a parked vehicle

Truck 17	04-5-088	12/2/2004	631	A	File

Cause: Misjudged clearance (driver's error) - While responding to an incident and driving through a tight spot, Trk 17 struck a parked moving van

Engine 26	04-5-089	12/3/2004	599	A	File

Cause: Inattention by company officer - While exiting station in response to a dispatch, officer pressed the door closure button too soon, causing the engine to strike the door

Engine 11	04-5-090	12/4/2004	537	A	File

Cause: Driver inattention - While turning right out of station, Eng 11 struck a parked car

Medic 41	04-5-091	12/11/2004	753	A	File

Cause: While backing into station, Medic 41 struck a bollard; the spotter was on the wrong side of the vehicle to prevent the accident from happening

Engine 13	04-5-092	12/12/2004	524	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and maneuvering through heavy traffic, Eng 13 struck a stopped vehicle

Engine 42	04-5-093	12/12/2004	513	A	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, and making a right turn, Eng 42 struck an illegally parked vehicle

Toy Program	04-5-094	12/13/2004	0	A	File

Cause: Driver inattention - While attempting to drive into a school yard, Toy Program vehicle struck a parked car

Engine 31	04-5-095	12/16/2004	508	B	File

Cause: While proceeding on Cesar Chavez Street, a semi-truck struck and broke Eng 31's mirror and left the scene

Airport 3	04-5-096	12/17/2004	69968	A	File

Cause: While attempting to back into quarters, AP 3 struck apparatus door

Engine 32	04-5-097	12/18/2004	541	A	File

Cause: Driver skill deficiency - While turning left, Eng 32 struck a parked vehicle

Engine 13	04-5-098	12/19/2004	524	A	File

Cause: Driving skill deficiency - While responding with red lights and siren and turning left, Eng 13 struck a light pole, flattening the apparatus left rear tire and damaging the rim

Truck 15	04-5-099	12/21/2004	622	A	File

Cause: Driver inattention (tiller) - While attempting to avoid a civilian vehicle, Trk 15 struck a protective post on a traffic island

Truck 9	04-5-100	12/21/2004	618	B	File

Cause: While responding to a ship fire, Trk 9 ran over rocks and debris; poor lighting condition make the rocks and debris not visible

Engine 39	04-5-101	12/24/2004	590	A	File

Cause: Driver inattention - While travelling on a narrow and uneven surface, Eng 39 ran over railings; spotters were posted and yelled "stop," but driver did not hear due to window being up

Truck 7	04-5-102	12/20/2004	620	A	File

Cause: Driving skill deficiency (tiller) - While responding to a box, Trk 7 struck several parked vehicles due to Trk 7 excessive speed and tiller deficiency to adjust

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from January 6 through January 20, 2005:

1. From Doretha Williams-Flournoy, Executive Director, Lyon-Martin Womens' Health Services, thanking the Commission for the generous gifts, through the San Francisco Firefighters Toy Program, to the children and families in their programs. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Meritorious Awards *[Discussion]*

Presentation of a Class B and Class C medal, and a Certificate of Meritorious Conduct to the following uniformed members:

Recipient	*Award*	*Date*
Captain Patrick Gardner	Class B	04-07-03
Firefighter Anthony D. Martinez	Class C	04-10-04

Presentation of a Letter of Commendation to the following uniformed members for heroic actions performed:

Date	*Unit*	*Recipients*
04-07-03	Rescue 1	Firefighter Michael A. Cochrane
04-22-03	Stress Unit	Firefighter Walter T. Posey
12-31-03	Engine 5	Firefighter Glenn E. Kircher

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Report from Administration
Gary P. Massetani, Deputy Chief, Administration

C. Special Presentation – Homeland Security and Special Operations *[Discussion]*
(Cont'd from Meeting of 01-13-05)

Alfred P. Quartaroli, Assistant Deputy Chief

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

l A. Conroy, *President*
ohen A. Nakajo, *Vice President*
emarie Fernández-Pifer, *Commissioner*
m Clarke, *Commissioner*
glas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-08

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 27, 2005 – 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

FEB - 7 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Joanne M. Hayes-White	- Chief of Department
Federico J. Sanchez	- Deputy Chief, Operations
Gary P. Massetani	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	- Division of Airports
Glenn E. Ortiz-Schuldt	- Division of Emergency Medical Services
Paul H. Chin	- Division of Fire Prevention & Investigation
Lorrie A. Kalos	- Division of Support Services
Thomas A. Siragusa	- Division of Training
Alfred P. Quartaroli	- Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	- Division 2
John J. Lee	- Division 3 (Acting)

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of January 13, 2005 (6:00 p.m.), Special Meeting of January 13, 2005 (3:00 p.m.), and Special Hearing of January 13, 2005 (4:30 p.m.)

Commissioner Nakajo moved and Commissioner Goldman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, December 18 through December 31, 2004.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *JANUARY 10, 2005:*

931 Manager III

Julia Dawson (vice: Christine Ragan, resigned)

Reporting the following PERMANENT appointment effective *DECEMBER 16, 2004*:*

H1 Fire Rescue Paramedic

Anna M. Herlitz

**MOU specifies a probationary period of one day (Section 12)*

(Note: The above H1 Fire Rescue Paramedic was appointed effective December 15, 2004 – Item 3.A, Minutes 01-13-05)

Reporting the following PERMANENT appointment effective *NOVEMBER 11, 2004:*

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Kermith T. Miller

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Communications received from Retirement Board indicating the following members have retired:

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(Retirement Certificates will be presented at Fire Commission meeting of March 24, 2005)

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No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
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No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 13	4	01-26-05 01-27-05 01-30-05 01-31-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3923 (Disobedience) Sec. 3924 (Insubordination)

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
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No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 33	4	01-24-05 01-25-05 01-27-05 01-28-05	Sec. 3905 (Unfamiliarity with Ru Sec. 3954 (Exchanges of Tours Duty) Sec. 19.7 (Policies and Procedu Guide) Station Policy regarding Trades Standbys

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1	H2 Firefighter	Nov. 10, 2004 – Nov. 10, 2005
1	H2 Firefighter	Dec. 14, 2004 – Dec. 13, 2005
1	H2 Firefighter	Dec. 14, 2004 – Dec. 14, 2005
1	H2 Firefighter	Dec. 16, 2004 – Dec. 16, 2005
1	H2 Firefighter	Dec. 23, 2004 – Dec. 22, 2005
1	H2 Firefighter	Jan. 10, 2005 – Jan. 09, 2006
1	H2 Firefighter	Feb. 02, 2005 – Feb. 01, 2006
1	H2 Firefighter	Dec. 16, 2004 – Dec. 16, 2005
1	H2 Firefighter	Dec. 29, 2004 – Dec. 29, 2005
1	H2 Firefighter	Feb. 17, 2005 – Feb. 16, 2006
1	H2 Firefighter	Jan. 01, 2005 – Jan. 01, 2006
1	H2 Firefighter	Jan. 01, 2005 – Dec. 31, 2005
1	H2 Firefighter	Jan. 15, 2005 – Jan. 15, 2006
1	H3 Firefighter/Paramedic	Dec. 20, 2004 – Dec. 20, 2005
1	H3 Firefighter/Paramedic	Jan. 31, 2005 – Jan. 30, 2006
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1	H33 Rescue Captain	Jan. 12, 2005 – Jan. 11, 2006

Reporting leaves of absence <u>without pay</u> for the time period from December 2004 through March 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	90
1	H3 Firefighter/Paramedic	16
	Total number of Days w/o Pay	106

<u>Military Leaves</u>
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	11-17-04 thru 11-22-04	6	US Marine Corps Hunter Army AF, GA	Attend Active Duty Training
Simon, Ramon SSG	H2 FF	01-20-05 thru 02-02-05	14	US Army Res. Camp Parks, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	Accident Date	Serial No.	Category	Recommendation
Truck 12	04-5-083	11/4/2004	624	A	File
Cause:	Driving skill deficiency - While responding to a working fire, Trk 12 scraped two parked vehicles				
Battalion 8	04-5-084	11/25/2004	914	A	File
Cause:	Driver inattention - While attending to a working fire, Batt 8 vehicle was parked without setting the parking brake and thereby rolled forward				
Medic 8	04-5-085	11/28/2004	0	A	File
Cause:	Misjudged clearance - While travelling south on Hyde Street, Medic 8 broke the ambulance mirror by striking a parked vehicle				
Medic 13	04-5-086	11/29/2004	734	A	File
Cause:	Misjudged clearance - While transporting a patient and making a right turn, Medic 13 struck a parked vehicle				
Engine 31	04-5-087	12/2/2004	508	A	File
Cause:	Misjudged clearance - While travelling on Mission Street, Eng 31 struck mirror of a parked vehicle				
Truck 17	04-5-088	12/2/2004	631	A	File
Cause:	Misjudged clearance (driver's error) - While responding to an incident and driving through a tight spot, Trk 17 struck a parked moving van				
Engine 26	04-5-089	12/3/2004	599	A	File
Cause:	Inattention by company officer - While exiting station in response to a dispatch, officer pressed the door closure button too soon, causing the engine to strike the door				
Engine 11	04-5-090	12/4/2004	537	A	File
Cause:	Driver inattention - While turning right out of station, Eng 11 struck a parked car				

Medic 41	04-5-091	12/11/2004	753	A	File

Cause: While backing into station, Medic 41 struck a bollard; the spotter was on the wrong side of the vehicle to prevent the accident from happening

Engine 13	04-5-092	12/12/2004	524	A	File

Cause: Misjudged clearance - While responding with red lights and siren, and maneuvering through heavy traffic, Eng 13 struck a stopped vehicle

Engine 42	04-5-093	12/12/2004	513	A	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, and making a right turn, Eng 42 struck an illegally parked vehicle

Toy Program	04-5-094	12/13/2004	0	A	File

Cause: Driver inattention - While attempting to drive into a school yard, Toy Program vehicle struck a parked car

Engine 31	04-5-095	12/16/2004	508	B	File

Cause: While proceeding on Cesar Chavez Street, a semi-truck struck and broke Eng 31's mirror and left the scene

Airport 3	04-5-096	12/17/2004	69968	A	File

Cause: While attempting to back into quarters, AP 3 struck apparatus door

Engine 32	04-5-097	12/18/2004	541	A	File

Cause: Driver skill deficiency - While turning left, Eng 32 struck a parked vehicle

Engine 13	04-5-098	12/19/2004	524	A	File

Cause: Driving skill deficiency - While responding with red lights and siren and turning left, Eng 13 struck a light pole, flattening the apparatus left rear tire and damaging the rim

Truck 15	04-5-099	12/21/2004	622	A	File

Cause: Driver inattention (tiller) - While attempting to avoid a civilian vehicle, Trk 15 struck a protective post on a traffic island

Truck 9	04-5-100	12/21/2004	618	B	File

Cause: While responding to a ship fire, Trk 9 ran over rocks and debris; poor lighting condition make the rocks and debris not visible

Engine 39	04-5-101	12/24/2004	590	A	File

Cause: Driver inattention - While travelling on a narrow and uneven surface, Eng 39 ran over railings; spotters were posted and yelled "stop," but driver did not hear due to window being up

Truck 7	04-5-102	12/20/2004	620	A	File

Cause: Driving skill deficiency (tiller) - While responding to a box, Trk 7 struck several parked vehicles due to Trk 7 excessive speed and tiller deficiency to adjust

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

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C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from January 6 through January 20, 2005:

1. From Doretha Williams-Flournoy, Executive Director, Lyon-Martin Women's Health Services, thanking the Commission for the generous gifts, through the San Francisco Firefighters Toy Program, to the children and families in their programs. Copy: Commissioners and Chief of Department.

Commissioner Goldman moved and Commissioner Nakajo seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Meritorious Awards *[Discussion]*

Prior to the awards ceremony, Commissioner Conroy wished to point out that the Fire Commission website has a description of the various types of awards, the members who have received them and a description of the action that merited the award.

Chief Hayes-White wished to recognize those members of the Department that have gone above and beyond the call of duty, and could not attend the official December 9th 2004 Awards Ceremony.

Class B Award
Captain Patrick Gardner

On the afternoon of April 7, 2003, Engine 1 responded to a third alarm at 532 Green Street. Captain Gardner entered the fire building with his crew and ordered them to set up and advance a bundle up the stairs to the next floor where the fire had been raging out of control. While his crew was setting up, Captain Gardner climbed to the top of the stairs to assess the situation. Arriving there, he noticed an unconscious victim about 20 feet down the hallway. With no line, extreme heat conditions and almost no visibility, Captain Gardner crawled down the hallway, grabbed the victim and pulled her to safety.

Class C Award
Firefighter Anthony Martinez

On the morning of April 10, 2004, FF Martinez responded with the crew of Rescue 2 to a second alarm at 245 29th Ave. While participating in a search of the second floor through heavy smoke and extreme heat and without the protection of a charged hose line, FF Martinez located a female victim in the bedroom. He lifted the woman to his shoulder and carried her down the stairs to safety, injuring his ankle in the process.

Letter of Commendation
Firefighter Michael Cochrane

On April 7, 2003, Rescue Squad 1 responded to a third alarm at 532 Green Street. As the crew was ascending the stairs to the fire floor, they were met by FF Wong and FF Chin from Engine 28 who were descending with two children. Lt. Smerdel and FF Cochrane made a quick assessment to find that neither child was breathing and began mouth-to-mouth resuscitation. They exited the building with the children and by the time they reached the ambulance, both children were breathing on their own.

Letter of Commendation
Walter T. Posey

On the morning of April 22, 2003, FF Posey, while off duty, witnessed a civilian collapse at 2425 Geary Boulevard. He rushed to the victim's side and determined that he was in cardiac arrest. FF Posey began CPR and mouth-to-mouth resuscitation until the victim began breathing on his own.

A.1 Award of Retirement Certificate *[Discussion]*

Reporting Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Lieutenant Robert O. Postel	Service	30-1/2	Sep. 11, 2004

Chief Hayes-White asked the retired Lieutenant Robert Postel to step forward. She congratulated him and presented him with the Retirement Certificate. She recalled highlights of his career and his assignments, first to Engine 35, then to Engine 11 and for the last ten years at the Bureau of Equipment.

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and events in the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that at this time Tri-Annual Inspections are taking place in the field. Division Chiefs are tasked with conducting a

comprehensive inspection of each station, which includes an inspection of the facility itself, the equipment, the apparatus and the members, in terms of knowing the use of the equipment that had been issued to them. She invited the Commissioners to participate by observing a Tri-Annual Inspection at Station 7 on Sunday, January 30th.

Chief Hayes-White recounted the comprehensive training she recently observed, developed by Chief Siragusa, for company and chief officers which covers: (1) consistency in the use of the Incident Command System (ICS); (2) identification of building construction types; and (3) driver safety. She emphasized that members must follow the rules in terms of their own health and safety, as well as that of the public, while responding to incidents. Feedback on the training had been very positive and she thanked Chief Siragusa for his innovative ideas.

Chief Hayes-White referred to an event sponsored by the Phoenix Society, namely their Firefighter of the Year award. This year the Phoenix Society acknowledged the efforts of four members and their heroic efforts at a surf rescue last February, when two victims were rescued under high wind and surf conditions. The honorees were Firefighter Elizabeth Leahy, Firefighter/Paramedic Beth Godreau, Firefighter/Paramedic Jonathon Baxter and Firefighter Jason Woo.

In closing, Chief Hayes-White reported on the passing of Fire Rescue Paramedic Da'Rand Shariah who was hired in 1990 by the Department of Public Health and then, through the merger, entered the Fire Department. She extended her and the Department's condolences to the Shariah family on their loss.

In response to questions from the Commission regarding company and chief officers training, Chief Siragusa explained that it had originated at the National Fire Academy and later, under Chief Hayes-White's tenure as Director of Training, developed into the Officers' Candidate Program. The current program is based on situational awareness, that is, looking at building construction and developing management and strategic tactics. The Department had purchased a software program, Digital Combustion, which can take pictures of any building in San Francisco and, along with street diagrams, and allows company or chief officers to gain situational awareness by conducting operations in a more controlled environment. Chief Siragusa emphasized that due to so many changes in the fire services, training should remain of paramount importance to the Department, even in times of budgetary restrictions.

Report from Administration

Gary Massetani, Deputy Chief, Administration, introduced Julia Dawson, the new Chief Financial Officer (CFO). Ms. Dawson had served for a number of year's as CFO at the Department of Parking and Traffic. Chief Hayes-White added that the Department was fortunate that Ms. Dawson accepted the offer, since she is highly regarded by many Departments. Chief Hayes-White welcomed Ms. Dawson and thanked Chief Massetani for his dual role and for carrying the heavy workload that necessitated it.

Chief Massetani outlined the budget process, starting with the already submitted capital and facilities maintenance budgets, and the presentation of the Fiscal Year (FY) 2005-06 budget to the Commission at the February 10th meeting. By February 22nd, the final budget has to be submitted to the Mayor's Office along with submissions to the Controller of the Bureau of Fire Prevention's schedule of licenses, permits and fees and EMS' schedule of service charges and fees. To this end, the Department will be requesting a Special Meeting of the Fire Commission on February 17th, or any day in the week of February 14th, for review and approval of all submittals.

Commissioner Goldman asked if the budget, a complex document of approximately $200 million, could be delivered to the Commission at the earliest possible time and, if not in whole, at least in parts that had been finalized in order for the Commission to study it. Commissioner Conroy added that he expected that the material would be delivered with the regular packet to the Commissioners in time to study it over the weekend and before the Commission meeting, so that the Commission could meaningfully participate in the budget process. Chief Massetani responded that the Department would make every effort to do this.

Commissioner Goldman noted that according to the Charter, it is the duty of the Commission to oversee the budget and it is a responsibility conferred on it by the citizens. He wished to know what the consequences were, if in carrying out its fiduciary responsibility, the Commission could not meet the February 22nd deadline. Chief Massetani responded that an extension of the submission date required the approval of the Controller's and Mayor's Budget Offices, and that extension would be granted only in exceptional cases.

Ms. Dawson wished to review with the Commission the new format she had developed for presenting budget categories, starting with the General Fund portion of the budget. In addition, she pointed out that there are columns for the budget as it closed last year, the current budget for the Department and then a column indicating some changes from last year's budget due to labor agreements or changes to employer contribution. Ms. Dawson noted that the bulk of the changes are being worked on in the coming weeks. She continued to review subsequent pages of the proposed budget for the Commission.

Commissioner Conroy remarked that the format was radically different but far easier to read and comprehend. Chief Massetani added that the new format developed by Ms. Dawson is much more "user friendly" and will be also easier for division heads to monitor.

Commissioner Goldman stated that there were items that were not self explanatory and needed further definition, perhaps through footnotes or such. Also, line items that were acronyms, such as DTIS-ISD, needed a key that would aid comprehension. He suggested that a glossary, in alphabetical order, would be extremely helpful.

Commissioner Nakajo welcomed Ms. Dawson on behalf of himself and the Commission. He considered the budget process an integral part of the Commission's responsibilities and asked if a schedule of the budget process could be forwarded to the Commission. He noted that he is looking forward to the narrative in her presentation of the budget. Commissioner Nakajo explained that the Commissioners realize that part of the budget process is a political process and that the Commissioners were willing to help in this process.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Presentation – Homeland Security and Special Operations ***[Discussion]***
(Cont'd from Meeting of 01-13-05)

Alfred Quataroli, Assistant Deputy Chief, presented an overview of the Homeland Security grants starting with the first Presidential Directive in 1998 following the downing of American Airlines flight over Lockerbie, Scotland. The latest, Directive 10, deals with bio-terrorism defense for the 21st century. He pointed out that the United States is vulnerable to terrorists both externally as well as internally, such as the Oklahoma City bombing.

In response to these threats, the federal government needed to create a response system to defend against them. In the late nineties, San Francisco received $1.3 million and created the MMRS (Metropolitan Medical Response System). Since San Francisco is one of five high targets in the country, the city has received increased amounts, $29 million in 2003 and $26 million in 2004, and these funds are being distributed through the Office of Emergency Services (OES).

Training is occurring on an on-going basis with Fire Department officers and members taking various courses, such as a WMD (Weapons of Mass Destruction) unified command course, a WMD radiological awareness course, and a hazardous materials technician certification course. Drills are occurring three times a month with SWAT (Special Weapons and Tactics) and EOD units (Explosive Ordnance Disposal). Funds are also allocated to NERT, which had trained 700 people in 2004 bringing the total of trained NERT volunteers to 13,000 in San Francisco.

Chief Quataroli noted that funding is available to develop a full working Department Operations Center (DOC) in the Headquarters building. This would not be a backup to the Emergency Operations Center at Turk but would be an operations center for the Fire Department. Chief Hayes-White added that each Department is to create their own center. There is limited availability and space at the Turk Street facility. In an emergency, it is planned that policy makers and department heads would respond to the Turk Street facility but logistics and operations would be conducted from the DOCs.

In closing, Chief Quataroli presented a visual review of a multi-agency and multi-jurisdictional WMD exercise that the City and County conducted on September 26, 2004. The scenario was that a west-bound train from Oakland reported several passengers in distress with unknown vapors in the train. The exercise goals for San Francisco were to establish a unified command, which consisted of the Police Department, the Fire Department, Department of Public Health and Emergency Medical Services. The agencies worked jointly to (1) determine objectives, strategies, and priorities; (2) manage actions by using the multi-agency coordination system by utilizing the Incident Command System; (3) establish communication control in which all agencies can talk to each other (critical); and (4) coordinate and manage counter-terrorism resources, which is basically every first responder. After the exercise, evaluations were done by the "lessons learned" method.

Discussion ensued with Commissioners asking questions and Chief Quartaroli responding.

5. PUBLIC COMMENT

Patricia Yuen, Secretary, Asian Firefighters Association, wished to apprise the Commission of two upcoming events. Ms. Yuen announced that the Asian Firefighters Association is planning a *Community Service Awards* dinner on March 11, 2005 at the Argent Hotel. They will be honoring several members of the Department and a Commissioner, namely, Assistant Deputy Chief Paul Chin, Firefighter Keith Onishi and Commissioner Nakajo. This will be a major event with a number of celebrities attending, the Hiroshima band performing and Chief Hayes-White and Kristy Yamaguchi presenting the awards. Proceeds from the dinner and a planned raffle are to benefit the tsunami relief effort.

Ms. Yuen cited the second event – the Chinese New Year Parade on February 19th. She invited members of the Department and their families, and members of NERT (Neighborhood Emergency Response Team) to march with the fire engine in the parade. Meeting time is 5:00 PM with the march starting about 6:30 PM and ending about 7:15 PM.

Dinner, after the march, will be provided by the Asian Firefighters Association and a donation from San Francisco Firefighters Local 798.

6. ADJOURNMENT

President Conroy adjourned the meeting in honor and memory of Da'Rand Shariah who gave many years of service as a Paramedic both in the Fire Department and in the Department of Public Health.

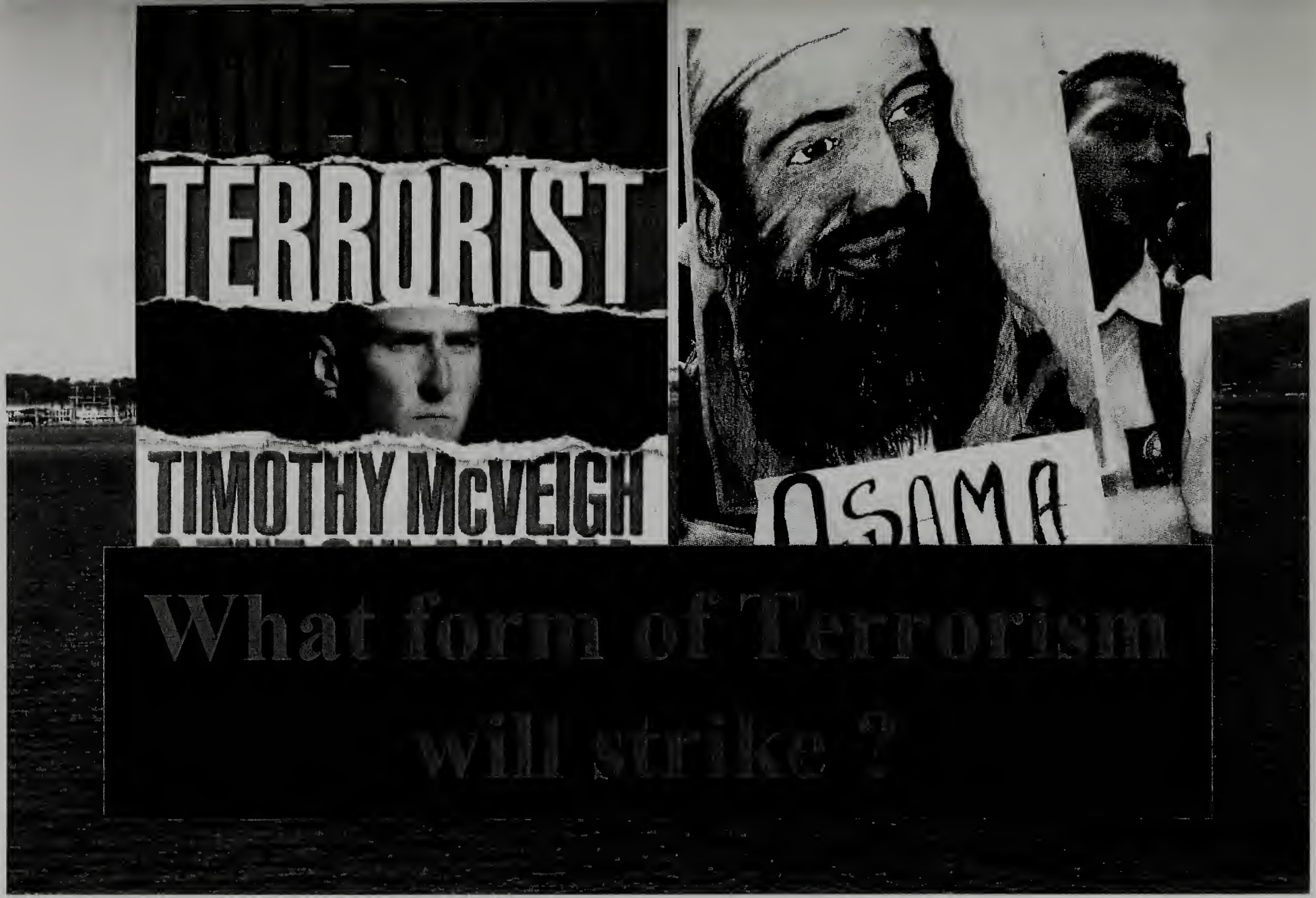
There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Tania Bauer
Secretary

Homeland Security Grants

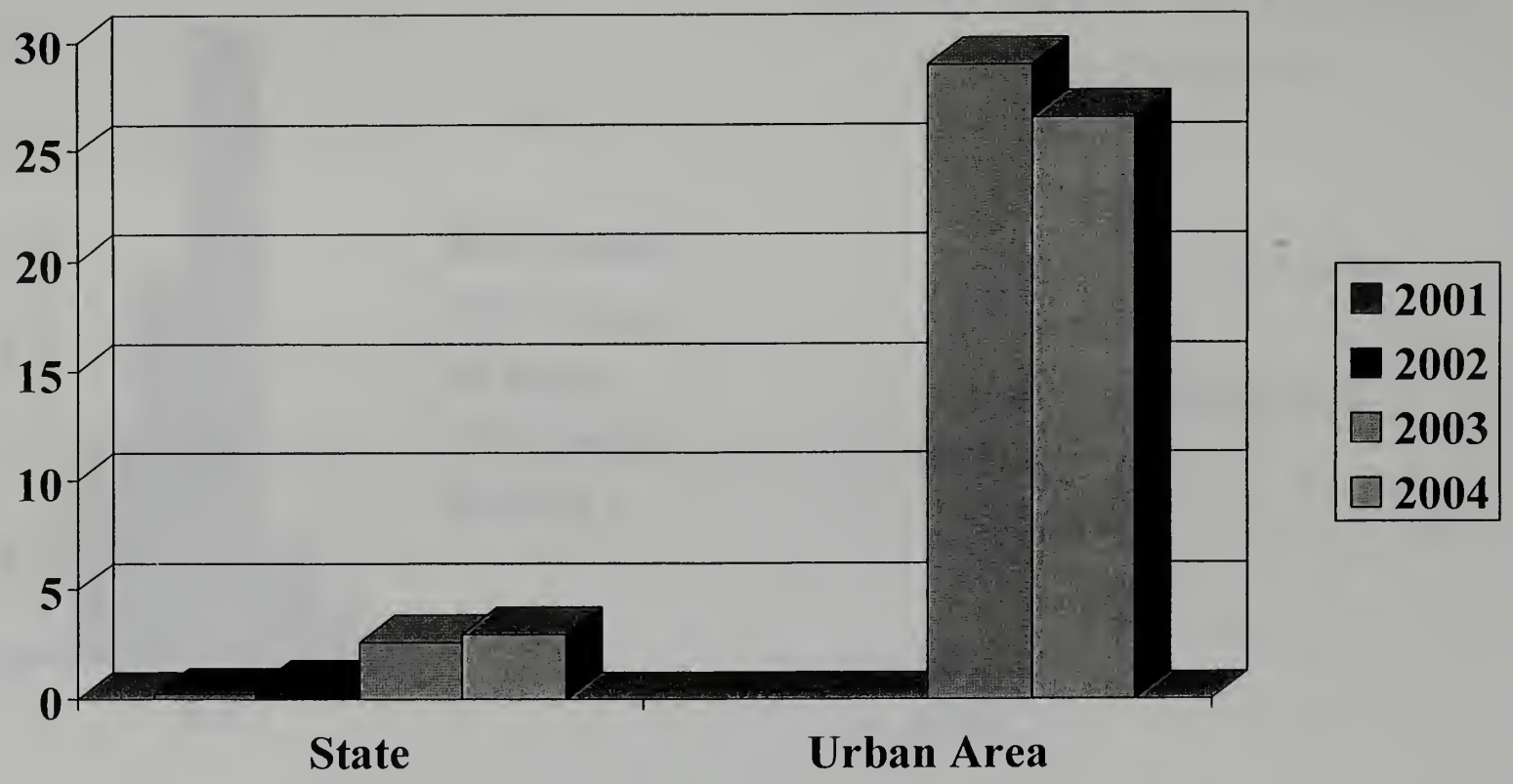
Presidential Decision Directive

- 1998 – PDD 62
  - Fight against Terrorism a top national priority
    - Counter Terrorism tools
    - Improve Airport & Airplane security
- 2002 – PDD 3
  - Homeland Security Advisory System
  - Consequence Management
- 2003 – PDD 7
  - Homeland protection of key resources and critical Infrastructure
- 2003 – PDD 8
  - all-hazards preparedness to prevent and respond to domestic terrorist attacks, major disasters, emergencies.
- 2004 – PDD 10
  - Bio-defense for the 21st Century

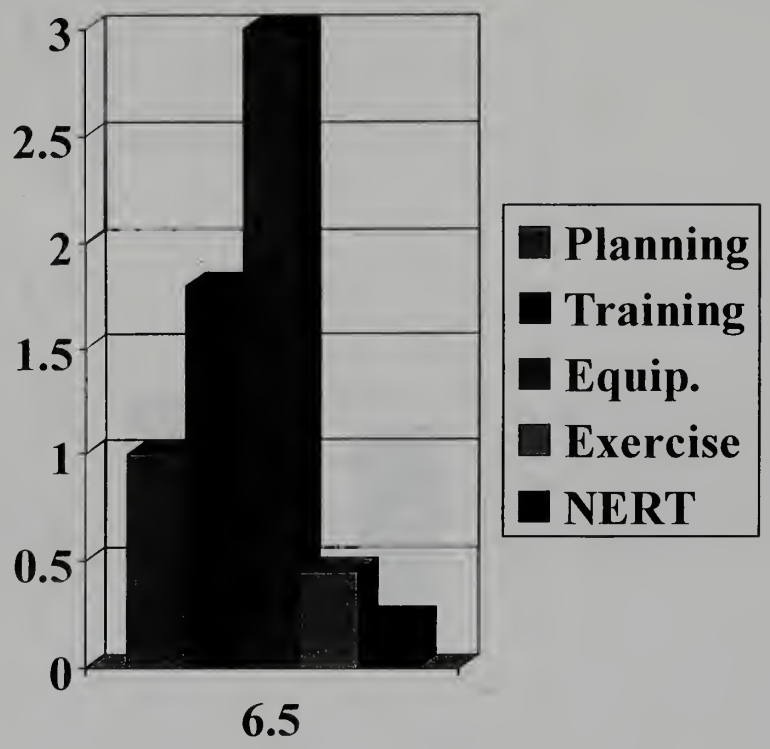

TERRORIST
TIMOTHY McVEIGH
OSAMA
What form of Terrorism
will strike ?


High Risk Targets of Opportunity for Terrorism
Homeland Security required regional planning

Homeland Security Grants
State vs. Urban Area

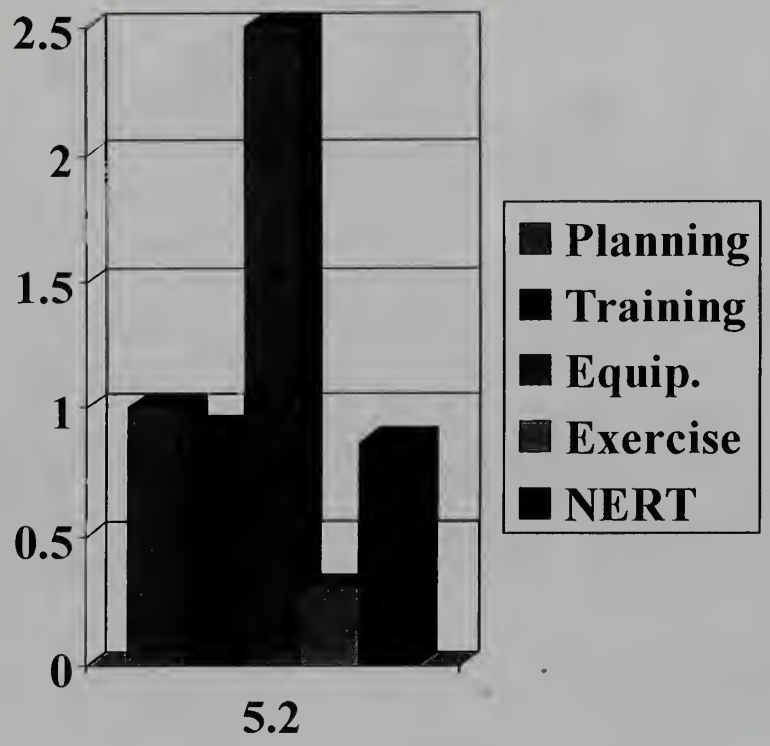


Urban Area Security Grant



- SFFD UASI '03 Funding
  - Planning Personnel
  - Training
    - CBRNE
    - Operations Response
    - Command
  - Incident Management
  - Equipment
    - CBRNE
    - USAR
  - Exercise
  - NERT

Urban Area Security Grant



- SFFD UASI '04 Funding
  - Planning Personnel
  - Training
    - CBRNE
    - Operations Response
    - Command
  - Incident Management
  - Equipment
    - CBRNE
    - USAR
  - Exercise
  - NERT

Urban Area Security Initiative



- Test response plans
- Replace and add to CBRNE equipment
- Expand Training & Exercise programs
  - Including the NERT volunteers
- Create "Regional" responses



- NIMS
- National Incident Management System

Incident Command Functions



M.C.I.

Mass-Casualty Incident






Immediate Structural Collapse

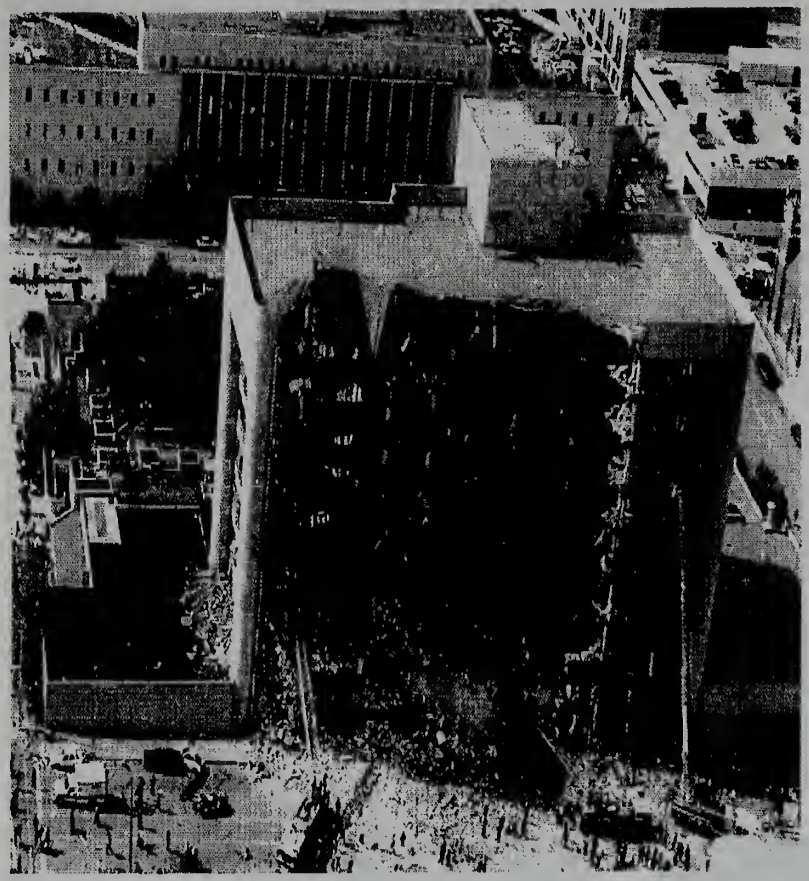


Figure 1-1 The scene of the Oklahoma City federal building bombing April 19, 1995.

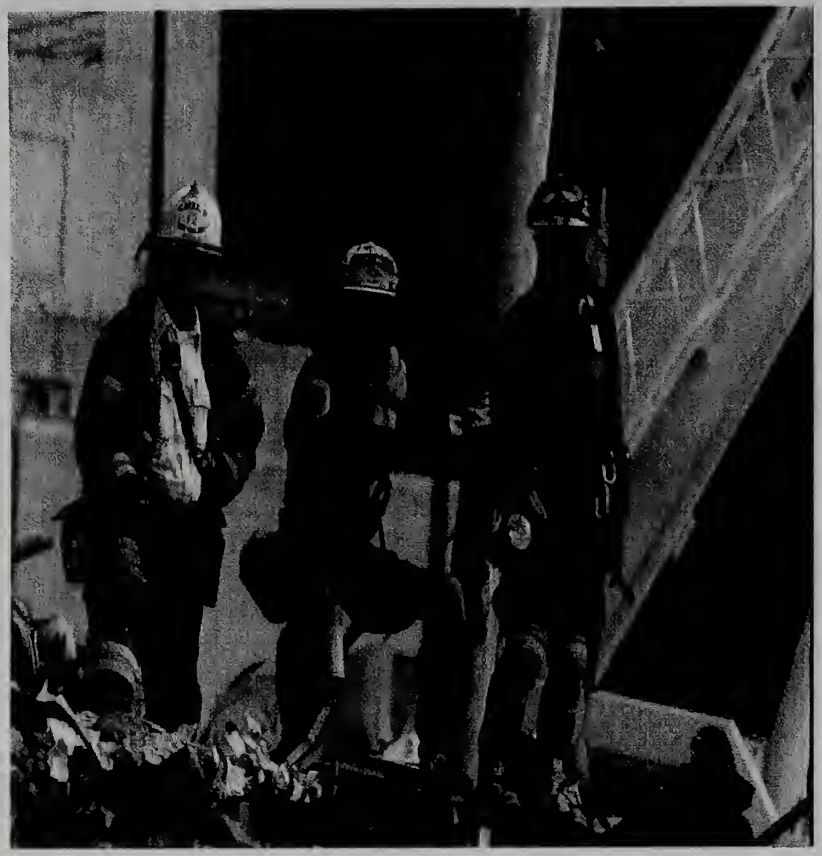
- Multiple Departments
- Task Force Concept
- Creates State and Regional response asset




U rban
S earch
A nd
R escue

Mission Readiness

Coordinate and test Tactic, Techniques, and Procedures



- Bomb & Hazardous Materials
- Emergency Structural Collapse
- Bay-water Rescue Operations
- Metropolitan Medical Task Force
- CA National Guard 95th Civil Support Team (WMD)



BART Terrorist Response Drill – April 12-19, 2004


SFFD

Next Phase

UASI 04

- Continue to Implement the funding
- Create mechanisms for field operations
- Continue Purchase equipment for CBRNE & USAR
- Aquatic Rescue Response Enhanced
- Create SFFD Department Operations Center
- Establish special training and continue field exercises

Work on the UASI '05 Grant process

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

(Continued from January 21, 2005 – 1:30 PM)

Friday, January 27, 2005 – 8:00 PM

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item No.

DOCUMENTS DEPT.

FEB - 7 2005

SAN FRANCISCO PUBLIC LIBRARY

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Douglas E. Goldman, M.D.

Commissioner Fernandez-Pifer and Commissioner Clark were excused to due illness

Also Present
Margaret Baumgartner, Deputy City Attorney, Counsel to the Fire Department

2. **PUBLIC COMMENT**

There was no public comment

3. **CLOSED SESSION**

Pursuant to the Ralph M. Brown Act, Government Code Section 54947 and 54954.5, and the San Francisco Administrative Code Section 67.10(b), the Fire Commission will meet in closed session to consider the appointment of a Department Physician. If so,

3.1. Vote on whether to hold Closed Session

Commissioner Nakajo moved to hold a closed session and Commissioner Goldman seconded. The motion was unanimously approved.

3.2. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment. The Commission went into closed session at 8:15 PM

3.3. Reconvene in Open Session

The Commission reconvened in open session at 8:30 PM

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Goldman moved to report on action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

President Conroy reported that the Fire Commission, by unanimous vote, extended an offer to Martin Rosenthal, M.D., to become the 2232 Senior Physician for the San Francisco Fire Department.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Nakajo moved not to disclose any discussion held during the closed session and Commissioner Goldman seconded. The motion was unanimously approved.

4. **ADJOURNMENT**

There being no further business before the Commission, the hearing was adjourned at 8:35 PM.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, February 10, 2005 – 4:00 p.m.

698 Second Street ▪ Room 221 ▪ San Francisco ▪ California ▪ 94107

AGENDA

Item No.

DOCUMENTS DEPT.

FEB - 7 2005

SAN FRANCISCO PUBLIC LIBRARY

02-07-05P03:53 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernadez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas Goldman, M.D.

2. PUBLIC COMMENT

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

1. Vote on whether to hold Closed Session
2. Public Comment on all matters pertaining to Closed Session
3. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, February 10, 2005, 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Douglas E. Goldman, M.D.
Commissioner	Rosemarie Fernandez-Pifer (excused)
Commissioner	Clem Clarke (excused)

DOCUMENTS DEPT.

MAR - 7 2005

SAN FRANCISCO
PUBLIC LIBRARY

2. **PUBLIC COMMENT**

There was no public comment

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

1. Commissioner Nakajo moved for a closed session and Commissioner Goldman seconded. The Commission went into closed session at 4:35 PM

2. There was no public comment pertaining to the closed session.

3. The Commission reconvened in open session at 5:55 PM

   a. Commissioner Goldman moved not to disclose any action taken in closed session and Commissioner Nakajo seconded.

   b. Commission Nakajo moved not to disclose any discussion held in closed session and Commissioner Goldman seconded.

4. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:00 PM

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-12

FIRE COMMISSION REGULAR MEETING

Thursday – February 10, 2005 – 6:00 p.m.

698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.

FEB - 7 2005

SAN FRANCISCO
PUBLIC LIBRARY

02-07-05P03:53 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of January 27, 2005, Special Hearing of January 27, 2005 (4:30 p.m.), and Special Meeting of January 27, 2005 (8:00 p.m.)

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Division of Training
Submitting monthly report from Division of Training concerning activities performed during January 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, January 1 through January 14, 2005.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointments
Reporting the following PERMANENT EXEMPT appointments effective *JANUARY 5, 2005:*

H51 Assistant Deputy Chief II

Alfred P. Quartaroli (vice: Annual Salary Ordinance Authorized Position)

Richard C. Shortall (vice: Annual Salary Ordinance Authorized Position)

Return to Former Classification
Reporting that Permanent Exempt H39 Captain Rene H. Revel, DOT, has been returned to his permanent position as H30 Captain, effective January 10, 2005.

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 1	4	02-25-05 02-26-05 02-28-05 03-01-05	Sec. 3905 (Unfamiliarity with Rules) Sec .1501 (Vehicle Operations Manual)

Death
Reporting, with regret, the death of H1 Fire/Rescue Paramedic Da'Rand A. Shari'Ah. He passed away on January 20, 2005.

Leaves
Reporting leave of absence with pay as follows:

Deputy Chief, Operations, Federico Sanchez	Feb. 02, 2005 – Feb. 04, 2005
Assistant Deputy Chief Thomas Siragusa	Feb. 02, 2005 – Feb. 04, 2005
Captain James Connors	Feb. 02, 2005 – Feb. 04, 2005
Captain David Franklin	Jan. 31, 2005 – Feb. 04, 2005
Lieutenant Richard Veal	Feb. 02, 2005 – Feb. 04, 2005
Captain Peter Howes	Feb. 02, 2005 – Feb. 04, 2005

Leave is requested in order for members to attend the Firehouse World Exposition and Conference in San Diego, California. The funding for this conference will come from the Operations Training 2004-05 budget. None of the above-mentioned members will be replaced.

Reporting leave of absence with pay for Lieutenant Erica Arteseros, for five days, March 1 through March 5, 2005, in order to attend the Homeland Security Grantee Meeting in Washington, D.C. There is no cost to the San Francisco Fire Department; the grant from CNCS (Corporation for National and Community Service) will pay for the expenses of the class as well as lodging and transportation. Lieutenant Arteseros will not be replaced.

Reporting leaves of absence with pay for Inspectors Jeffrey Chin, Melissa Lerma and John Piombo, Bureau of Fire Prevention, for five days, January 31 through February 4, 2005, in order to attend *Fire Prevention 2C* class in Redwood City, California. The BFP's Training Budget for FY 2004-05 will pay for the cost of registration for Inspectors Lerma and Piombo, and Inspector Chin will pay for his own. The above three members will not be replaced.

Reporting leaves of absence with pay for Inspector Brendan O'Leary, Bureau of Fire Prevention, as follows:

for two days, January 5 through January 6, 2005, in order to attend *Fire Investigation Curriculum Development Committee* class in Sacramento, California, and

for three days, February 2 through February 4, 2005, in order to attend *Curriculum Development Committee Meeting* class in Ione, California.

The State Fire Marshal's Office will pay for the cost of the workshop. Lieutenant O'Leary will not be replaced.

Reporting leave of absence with pay for Investigator George Smith, Bureau of Fire Investigation, for four days, February 7 through February 10, 2005, in order to attend *Investigations of Electrical & Appliance Related Fires* class in Medford, Oregon. The BFP's Training Budget for FY 2004-05 will pay for the costs associated with attending the seminar. Investigator Smith will not be replaced.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	01-05-05 thru 09-30-05	269	US Marine Corps Camp Lejeune, NC	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:
With pay from 01-05-05 through 01-12-05
Military leave supplementation from 01-13-05 through 06-30-05, and possibly for the duration of the leave)

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Varona, Wilfredo TSGT	H2 FF	01-05-05 thru 01-04-06	365	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

(Note: The above military leave is to be paid as follows:
With pay for the first 30 days from 01-05-05 through 02-03-05
Military leave supplementation from 02-04-05 through 06-30-05, and possibly for the duration of the leave)

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSG	H2 FF	01-21-05 thru 02-23-05	3	CA Air Nat'l Guard Port Hueneme, CA	Attend Active Duty Training

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from January 21 through February 3, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding the coming release of uniformed members of SFFD from ECD and suggesting that a MOU

be developed between the two departments regarding uniformed members of SFFD staffing ECD. Copy: Commissioners and Chief of Department.

2. From Mecca Cannariato, Housing Services Manager, Lutheran Social Services of Northern California and staff, thanking the San Francisco Firefighters Toy Program for the generous donation of toys for the children and shoes for the women in the program. Copy: Commissioners and Chief of Department.

3. From Gloria Fisher and staff, UCSF, Bay Area Perinatal AIDS Center, expressing heartfelt thanks to the San Francisco Firefighters Toy Program for bringing smiles and happiness to the families in the program. Copy: Commissioners and Chief of Department.

4. From Joel Sato, President, Asian Firefighters Association, introducing himself and the new Executive Board and hoping to work with the Commission, Chief Hayes-White and the Administration to ensure that the Department reaches its full potential. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through B)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004 budget, upcoming events, meetings and drills in the Department.

Report from Operations
Federico J. Sanchez, Deputy Chief, Operations, reporting on greater alarm fires, temporary deactivation of units and EMS activities, including report by Glenn Ortiz-Schuldt, EMS Chief, on medical-related training, response times on medical-related calls, complaints received or generated concerning medical incidents or care at medical incidents, and continuing discussion of the EMS reconfiguration.

B. Election of Officers of the Fire Commission *[Action]*

Nomination and election for the office of President and Vice President of the Commission.

Action to be taken: Vote for officers

C. Formal Complaint *[Discussion]*

Submitting formal complaint against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

D. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case #*	*Type of case*
Ernest Grays	05 – 17	Suspension Appeal

E. FY 2005-06 Budget *[Discussion]*

Presentation and discussion of preliminary budget

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

aul A. Conroy, *President*
tephen A. Nakajo, *Vice President*
osemarie Fernández-Pifer, *Commissioner*
lem Clarke, *Commissioner*
ouglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-12

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 10, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner Douglas E. Goldman

Commissioner Rosemarie Fernandez-Pifer was excused because of illness.

Joanne M. Hayes-White	Chief of Department
Federico J. Sanchez	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Alfred P. Quartaroli	Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
Audry Lee	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of January 27, 2005, Special Hearing of January 27, 2005 (4:30 p.m.), and Special Meeting of January 27, 2005 (8:00 p.m.)

Commissioner Nakajo moved and Commissioner Clarke seconded.

Correction to the Minutes
Commissioner Goldman wished to amend the minutes to reflect that (1) under Item 1. Roll Call, Commissioners Clarke and Fernandez-Pifer are marked as present and they were absent; and (2) on page 10, end of second paragraph, he wished to add the following comment: *Commissioner Goldman commented that the rules for an exception seem to apply to Departments and not Commissions,* after a statement by Chief Massetani that exceptions to budget submittals required certain approvals and are only granted in exceptional cases.

Public comment
John Darmanin was concerned about a meeting that was cancelled of which he had not received notice by mail, and that this cancellation was not noted in the minutes as either cancelled or rescheduled.

There were no further questions or discussion and the minutes were approved as amended.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. John Darmanin requested that Items A and B be removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters ***[Discussion]*** (Item Removed)

Division of Training
Submitting monthly report from Division of Training concerning activities performed during January 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, January 1 through January 14, 2005.

Appointments
Reporting the following PERMANENT EXEMPT appointments effective *JANUARY 5, 2005:*

H51 Assistant Deputy Chief II

Alfred P. Quartaroli (vice: Annual Salary Ordinance Authorized Position)

Richard C. Shortall (vice: Annual Salary Ordinance Authorized Position)

Return to Former Classification
Reporting that Permanent Exempt H39 Captain Rene H. Revel, DOT, has been returned to his permanent position as H30 Captain, effective January 10, 2005.

Discipline
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Truck 1	4	02-25-05 02-26-05 02-28-05 03-01-05	Sec. 3905 (Unfamiliarity with Rules) Sec .1501 (Vehicle Operations Manual)

Death
Reporting, with regret, the death of H1 Fire/Rescue Paramedic Da'Rand A. Shari'Ah. He passed away on January 20, 2005.

Leaves
Reporting leave of absence with pay as follows:

Deputy Chief, Operations, Federico Sanchez	Feb. 02, 2005 – Feb. 04, 2005
Assistant Deputy Chief Thomas Siragusa	Feb. 02, 2005 – Feb. 04, 2005
Captain James Connors	Feb. 02, 2005 – Feb. 04, 2005
Captain David Franklin	Jan. 31, 2005 – Feb. 04, 2005
Lieutenant Richard Veal	Feb. 02, 2005 – Feb. 04, 2005
Captain Peter Howes	Feb. 02, 2005 – Feb. 04, 2005

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Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
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Military Leave
Reporting approval of application from one member for Military Leave of Absence **without pay**, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSG	H2 FF	01-21-05 thru 02-23-05	3	CA Air Nat'l Guard Port Hueneme, CA	Attend Active Duty Training

Public Comment
John Darmanin requested that training at the Airport be included in the Department's monthly training report, since he believes that training is not occurring there as mandated by the FAA.

Commissioner Clarke moved and Commissioner Goldman seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]* (Item Removed)

The following communications have been received by the Commission from January 21 through February 3, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding the coming release of uniformed members of SFFD from ECD and suggesting that a MOU be developed between the two departments regarding uniformed members of SFFD staffing ECD. Copy: Commissioners and Chief of Department.

2. From Mecca Cannariato, Housing Services Manager, Lutheran Social Services of Northern California and staff, thanking the San Francisco Firefighters Toy Program for the generous donation of toys for the children and shoes for the women in the program. Copy: Commissioners and Chief of Department.

3. From Gloria Fisher and staff, UCSF, Bay Area Perinatal AIDS Center, expressing heartfelt thanks to the San Francisco Firefighters Toy Program for bringing smiles and happiness to the families in the program. Copy: Commissioners and Chief of Department.

4. From Joel Sato, President, Asian Firefighters Association, introducing himself and the new Executive Board and hoping to work with the Commission, Chief Hayes-White and the Administration to ensure that the Department reaches its full potential. Copy: Commissioners and Chief of Department.

Public Comment
John Darmanin wished to have a binder of the *Communications Received by the Fire Commission* present and available at Commission meetings so the public could peruse it.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004 budget, upcoming events, meetings and drills in the Department.

Joanne Hayes-White, Chief of Department, was pleased to distribute a report to the Commission from the Department of Human Resources that showed a decrease in Workers Comp and disability cases for the 1st and 2nd quarter of FY 2004-05. Chief Hayes-White cited that the total number of claims reported by the Fire Department for the first six months of FY 2004-05 was 17% lower than for the same period the previous year. Disability pay benefit costs, which are included in the salary part of the Department's budget, were down by 25% in the first six month of FY 2004-05 as compared to the same period the previous year. Chief Hayes-White believes that the reductions are due to a number of things, including (1) the measures taken by the Administration, such as excellent training and greater safety on the fire ground; (2) members taking greater responsibility for themselves; (3) the streamlining of Workers Comp and disability monitoring; and (4) better overall teamwork in this area.

Chief Hayes-White referred to some recent press coverage regarding an EMS-related call and stated that it was being reviewed by herself and the EMS Agency. Another report on Channel 7 was related to overtime expenditures, especially employees who were earning a very high percentage of overtime in relation to their gross wages. The Department is concerned and is reviewing this issue. Chief Hayes-White stated that she is focused on overall expenditures which have been decreasing, and the Department is projecting a 23% decrease in overtime expenditures for FY 2004-05 for Administration. She noted that overtime expenditures have decreased in Operations by 25% but it is primarily due to brown-outs, which was the Department's response to a request from the Mayor to all department's to reduce costs by 15% over the next 18 months.

Chief Hayes-White reported that she had met with Chief Heather Fong, Dr. Mitchell Katz, Sheriff Michael Hennessy, and OES director Annmarie Conroy to discuss new developments in the Office of Emergency Services (OES) and Homeland Security. It was a very productive and cooperative meeting, with all parties concerned with planning for the city in the event of any large-scale disaster, whether natural or man-made.

Furthermore, OES will be hosting a radiological tabletop exercise followed by a field demonstration at Building 606 at the police facility in Hunters Point. Participants will be suiting up to locate a radiation source. The Office of Emergency Services and Homeland Security has numerous drills planned over the next 18 to 24 months.

Chief Hayes-White apprised the Commission of the Mayor's anti-litter campaign. The Mayor promised to enforce an existing anti-littering ordinance, which has been in effect for some time but had not been enforced. A component of the campaign is to have city agencies responsible for the area surrounding their premises. The Chief, working with Local 798, agreed to have all 42 stations be part of adopt a block program.

Commissioner Nakajo requested that Chief Siragusa's Division of Training monthly report include training statistics from the Airport Division.

REPORT FROM OPERATIONS
Fred Sanchez, Deputy Chief, Operations, reported that a letter from a concerned citizen regarding non-operation of a carbon monoxide detector prompted staff, after a thorough investigation, to prepare a carbon monoxide training bulletin and, budget allowing, to purchase carbon monoxide detectors for battalion chief's vehicles.

Chief Sanchez reported that during the period from January 13, 2005 to February 9, 2005, there had been four Greater Alarm incidents and 14 working fires. The Greater Alarms fires resulted in: (1) $1,150,000 in property damage; (2) $225,000 in content damage; (3) $455,000in exposure property damage; and (4) $120,000 in exposure content damage. During this period, two civilians were injured and several firefighters sustained injuries, and five adults were displaced. He proceeded to describe in greater detail the Greater Alarm fires.

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

Commissioner Clarke wished to know if the temporary deactivation of units (brown-outs) had any negative impact on any of the greater alarm fires as a possibility suggested in some of the division chiefs' reports. Chief Sanchez responded that the reports are the interpretation of an incident commander and that delays of seconds can influence an outcome. Commissioner Clarke stated that she would like to see statistics that compare response times for certain incidents with four Engine companies browned-out to incidents with no engine companies browned-out.

Commissioner Conroy thanked Chief Sanchez for the detailed information received by the Commission regarding incidents where the first responding engine was browned-out and, in turn, the result was a negative impact. Both Commissioners Conroy and Clarke wished that the negative impact of brown-outs could be communicated to the Mayor and the Board of Supervisors.

Commissioner Goldman commended Chief Sanchez on his resolution of the carbon monoxide incident and thanked him for his detailed and informative reports to the Commission.

Commissioner Nakajo wished to know how the Emergency Communications Center (ECD) dealt with dispatch when engine companies were browned-out. Chief Sanchez responded that before 8:00 AM every morning, voice announcements are made in fire stations and at the ECD over the public announcement system. In addition, division chiefs are constantly monitoring the status and are sensitive to areas where there maybe a shortage.

EMS Report

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS, stated that during January the EMS deployment stood at 19 ambulances per day and ALS engine deployment averaged 26 per day. Response times for the month for first defibrillator, or unit, on the scene were higher, which can be attributed to the brown-outs. The statistics for the first ALS unit, whether ambulance or ALS engine company, have exceeded the standard which is seven minutes. For first transport unit on the scene, the department is exceeding the standard which is ten minutes, except slower response times in Battalions 8, 9, and 10.

Chief Ortiz-Schuldt noted that the Quality Insurance (QI) plan was delivered by Dr. Casner to the EMS Agency and will be reviewed prior to approval.

The Incident Management System (IMS), formerly known as Unusual Occurrences, received 17 incidents. During January, 45 incidents have been closed, 14 from the County and 31 which were internally generated. Currently, only six incidents remain open, and none that originated with the County.

EMS training continues, as (1) 52 individuals completed the CPR instructor class; (2) 55 completed advanced cardiac life support instructor class; (3) 34 members of the 109th class received training on the EMT ambulance component and are now prepared to work on paramedic ambulances and (4) 42 paramedics attended a preceptor workshop. In total, 304 members received training, which totaled to 2,494 training hours.

In closing, Chief Ortiz-Schuldt related that planning on the EMS Reconfiguration continues with the Department working with Department of Human Resources on job descriptions and job announcements. Discussions of outreach programs have started with employee organizations, including the Black Firefighters Association (BFA), Asian Firefighters Association (AFA), Los Bomberos and the United Fire Service Women.

Discussion ensued with Commissioners asking questions and Chief Ortiz-Schuldt responding.

Commissioner Nakajo stated that he had attended a Town Hall Meeting on the EMS Reconfiguration and was pleased to report that he had been impressed with the level and consistency of the information presented to members, the professionalism of Chief Ortiz-Schuldt and the support extended by Chief Barden and Captain Lambrechts.

Commissioner Goldman was concerned with a continuing pattern developing in Emergency Response District (ERD) 8 for not meeting any of the response times. He asked for an explanation.

Chief Ortiz-Schuldt responded that ERD 8 was actually the Sunset District with only four stations. The district has experienced a substantial increase in requests for emergency medical services due to an aging population and no increase in available units. Chief Sanchez added that currently no units were being browned-out in the district in an attempt to improve the response times.

Public Comment

John Darmanin commented on Chief Sanchez' well-presented report and noted that brown-outs were indeed adversely impacting response times. He emphasized that seconds count when responding to medical calls or burning buildings.

John Hanley, President, San Francisco Firefighters Local 798, wished to bring to the attention of the Commission the EMS billing system, and asked where the Department stood in comparison to others and whether costs where recovered. He also stressed the adverse impact the brown-outs were having, with engines coming from half-way across town to respond to second alarms and leaving large areas of the city unprotected.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Election of Officers of the Fire Commission *[Action]*

Nomination and election for the office of President and Vice President of the Commission.

Commissioner Goldman nominated Paul Conroy for President and Commissioner Clarke seconded. There were no questions or discussion and Commissioner Conroy has been elected President of the Commission.

Commissioner Clarke nominated Stephen Nakajo for Vice President and Commissioner Goldman seconded. There were no questions or discussion and Commissioner Nakajo has been elected Vice President of the Commission.

Public Comment
John Darmanin hoped that the newly elected officers, as well as the rest of the Commission, will strive to focus on reports presented to them by the Department's Administration and that they continue to ask questions and request in-depth analyses.

James Dalessandro, author of "1906", representing San Francisco Magazine, wished to know if the Commission considered it part of their duty to collect and present the facts of the brown-outs to the Mayor and the Board of Supervisors, and if they saw serious consequences resulting from the continued brown-outs.

C. Formal Complaint *[Discussion]*

Submitting formal complaint against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Boreen of the trial date as soon as one is set.

Public Comment
John Darmanin voiced his concern that complaints filed against him, and many others, were the result of shoddy investigations, baseless allegations and poor investigative techniques that resulted in numerous appeals being filed with Commission, increasing the Commission's and the Secretary's workload.

D. Disciplinary Hearing Assignment *[Discussion]*

Assignment of disciplinary matters pending against the following member to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case #*	*Type of case*	*Commissioner*
Ernest Grays	05 – 17	Suspension Appeal	Goldman

Public Comment
John Darmanin complained about the length of time before Suspension Appeal Hearings are scheduled even though the San Francisco Charter states that they shall be heard within thirty days of the appeal.

E. FY 2005-06 Budget *[Discussion]*

Chief Hayes-White provided an overview of the fiscal situation of the City, citing a report by the Controller which is predicting a $115 million shortfall for the FY 2005-06. The shortfall does not take into account State budget reductions. She noted that all City Departments had to implement a mid-year reduction to account for the a $97 million shortfall in revenue due to the loss of tax measures Propositions J and K last November. The Fire Department was asked to reduce its operating budget by $7.5 million over 18 month period starting January 1, 2005 and ending June 30, 2006. With another deficit looming in FY 2005-06, it is assumed that all departments will be asked to make further reductions.

Julia Dawson, Chief Financial Officer, presented the budget material, starting with a high level summary view of the budget and then breaking it down and explaining the component parts. Ms. Dawson noted that some of the information is still not complete and the Department is working on the figures, even though the projected revenue figures are fairly complete. She further explained that the operating budget, and its units, are considered part of the General Fund and are the focus of both the Department and Mayor's Budget Office because they are the most vulnerable and the most reliant on economic swings.

Ms. Dawson pointed out that the operating budget was at $190 million the past fiscal year and is projected at $191.9 million due to COLAs in a labor agreement and projected changes in fringe benefits. She continued to point out various other expenses, operating transfers, and labor and recovery expenses for the AWSS, as well as the related costs of non-general fund divisions, namely (1) the Airport Division, supported by SFO; (2) the fireboats, supported by Port funding; and (3) Treasure Island, supported by the Economic Development Department.

Furthermore, Ms. Dawson noted that an increase in revenue will be forthcoming from increases in the fees for services, namely, in ambulance service and Fire Prevention services.

Discussion ensued with Commissioners asking questions and Ms. Dawson and Chief Massetani responding.

Since this was a preliminary budget with a number of significant figures missing, the Commission decided to have further review and discussion when the budget was more complete but prior to its submission to the Mayor's Office on February 22, 2005. The Commission will meet on February 17, 2005, 6:00 PM to consider approval of the budget.

Please note: A copy of the FY 2005-06 preliminary budget presentation is attached or can be viewed on the Fire Commission's website www:sfgov.org/fire_comm

Public Comment
John Darmanin suggested that estimates should be used in developing the COLA, which was part of the Local 798's MOU, instead of leaving out numbers and thereby presenting a non-realistic budget.

John Hanley, President, San Francisco Firefighters Local 798, noted that he did not see "lump sum" pay-outs, vacation and sick leave reflected in the budget. Lump sum pay-outs

can run $30,000 per retiree and could be costly with an estimated 100 members retiring. Mr. Hanley strongly suggested that the COLA should be reflected in the budget now, or if the Mayor added it later, the Board of Supervisors could reduce the Department's budget by an equivalent number of engine companies.

5. PUBLIC COMMENT

Joel Sato, President, Asian Firefighters Association, announced that the Chinese New Year Parade will be on February 19th and invited the Commission, the Chief and her staff to march with the Asian Firefighters in the Parade. Meeting time is 5:00 PM, with the march starting about 6:30 PM and ending about 7:15 PM. After the march, dinner will be provided by the Asian Firefighters Association and a donation from San Francisco Firefighters Local 798 at the Canton Seafood Restaurant.

John Darmanin complained that due process is being ignored because suspensions have to be served and can only be appealed at a later date. He asked that that the Commission examine the current process to see if it fair and just.

6. ADJOURNMENT

President Conroy adjourned the meeting with best wishes to and prayers for Firefighter John Volker and his family.

There being no further business to come before the Commission, the meeting was adjourned at 8:40 p.m.

Tania Bauer
Secretary

San Francisco Fire Department
FY 2006 Proposed Budget

Chief Joanne Hayes-White
Deputy Chief Gary Massetani
CFO Julia Dawson
February 10, 2006

City Financial Outlook

- City Controller currently projecting a $115 million shortfall for FY 2006
- Effects of state budget reductions still unknown
- All City Departments have implemented mid-year reductions to account for $97 million shortfall in revenue because of Propositions J and K
- Fire Department mid-year budget reduction was $3.5 million in FY 2005 and $4.2 million in FY 2006. The $4.2 million reduction has been incorporated into the baseline budget
- The Mayor's Office will be asking all City Departments for additional budget reductions

FY 2006 Budget Summary

Operating Budget Revenues	Budget FY 2005	Budget FY 2006	Variance	% Change
Fire Department Revenues	55,694,480	51,794,480	(3,900,000)	-7%
General Fund Support	134,650,118			
Total	**190,344,598**	**51,794,480**	**(3,900,000)**	**-7%**
Operating Budget Appropriations				
Operating Budget	190,095,712	191,915,618	1,871,919	1%
Operating Transfer Out	9,250	9,250	0	0%
AWSS Labor Expense	1,432,286	1,518,490	86,204	6%
AWSS Recovery from PUC	2,474,650	2,474,650	0	0%
Capital – Facilities Maintenance	400,000			
Capital – AWSS Maintenance	882,000	957,319		
Total	**190,344,598**	**191,978,040**	**1,633,442**	**1%**
Non General Fund Divisions				
Airport	11,549,467	12,077,094	527,627	5%
Fireboat	2,105,638	2,705,443	64,906	3%
Treasure Island	5,041,882	5,209,818	167,936	3%
Total	**18,696,987**	**19,992,355**	**760,469**	**6%**

Proposed Revenues FY 2006

- Change in revenues of $3.9 million between FY 2005 and FY 2006 are due to the removal of two one-time revenue sources
  - The sale of 2350 19th Avenue and 1648 Pacific Avenue
  - A transfer of funds from the Department of Building Inspection
- The Department is currently evaluating all Fire Prevention fees because of wage and benefit increases in FY 2006. Staff will be presenting a proposed new schedule of fees at the next meeting
- Staff is also reviewing the EMS fee schedule and will be proposing changes at the next meeting

FY 2006
Budget by Object

Obj	Description	FY 2004 Actual	FY 2005 Budget	FY 2006 Proposed	Change from FY 2005	% Change
1	Salaries	152,271,981	145,991,240	145,911,967	(79,273)	-0.1%
13	Fringe	14,151,360	20,056,821	23,910,450	3,853,629	19.2%
21	Non Personal Services	1,330,639	1,977,340	1,858,084	(119,256)	-6.0%
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60	Equipment	3,301,439	3,751,363	2,659,584	(1,091,779)	-29.1%
81	Services of Other Depts	19,393,040	16,492,620	15,086,836	(1,405,784)	-8.5%
86	Recovery from Other Depts	(470,164)	(351,719)	(296,719)	55,000	-15.6%
87	Capital Recovery	-	(1,800,000)	(1,878,034)	(78,034)	4.3%
Total		**193,039,015**	**190,045,712**	**191,156,090**	**1,110,378**	**0.58%**

Proposed Changes to Expenses FY 2006

- Consolidation of Fire Department Divisions
  - Merge Human Resources into Administration
  - Merge EMS into Operations
- Position Reassignments
  - Move three Management Information Systems positions from Support Services to Administration
  - Move 1842 Management Assistant to Support Services
  - Move a 0.25 FTE 1426 Senior Clerk Typist from Operations to Training
- Position Substitutions
  - Human Resources: reclassification of 1246 Principal Personnel Analyst to 1244 Senior Personnel Analyst
  - Administration: reclassification of 1450 Executive Secretary to 1630 Account Clerk
  - Administration: reclassification of 1820 Junior Administrative Analyst to 1824 Principal Administrative Analyst
  - Prevention: reclassification of a 6281 Fire Safety Investigator to a H4 Inspector.

Proposed Changes to Expenses FY 2006

- Travel, training, and membership funds centralized
  - Creation of departmental committee to allocate funds
- Cost savings from Workers Compensation claims of $608,931 recognized in budget
- Moved utility expenses from Operations to Support Services
- All Human Resources expenditures moved into Administration, and all EMS expenditures moved into Operations

FY 2006 Changes to Expense for next meeting

- Paramedic and EMT Reconfiguration
  - Position additions, training funds, supplies, medical screening
- Consolidation of MIS funding
- Projection of salary savings from retirements

Proposed Budget FY 2006

- Questions?

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, February 17, 2005 – 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

MAR - 7 2005

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1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer (excused)
Commissioner	Clem Clarke (excused)
Commissioner	Douglas E. Goldman, M.D.

Also Present Marie Blits, Deputy City Attorney, Counsel to the Commission
Tania Bauer, Commission Secretary

2. **PUBLIC COMMENT**

Members of the public may address the Fire Commission on all matters within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**

In accordance with Section 4001 of the Rules and Regulations, H40 Battalion Chief Alson Lee, Battalion 1, has appealed his two day suspension for the period September 25 and 26, 2004. Battalion Chief Lee was suspended for violation of the Rules and Regulations as follows:

Section 3926 – Tardiness and Failure to Report

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Nakajo moved for a closed session and Commissioner Goldman seconded. The Commission went into closed session at 5:00 PM

2. There was no public comment pertaining to the closed session.

3. The Commission reconvened in open session at 6:10 PM

   a. Commissioner Goldman moved to report on action taken in closed session and Commissioner Nakajo seconded.

      Commissioner Conroy reported that the Commission had deliberated on the charges against Battalion Chief Lee and, by a unanimous decision, had upheld the Chief's recommendation for a two-day suspension and denied the appeal.

The Commission determined that the Department's Mandatory WDO Procedure is unclear and directs the Chief of Department to take immediate steps, and to act with deliberate speed, to have a clear revised written Mandatory WDO Procedure that is disseminated to the entire Department

The Commission further directs the Chief to take immediate steps to update and revise the Rules and Regulations for the Department and that any delay that would be encountered in revising the Rules and Regulations should not delay the revision, clarification and dissemination of a new written procedure for the Mandatory WDO Procedure.

b. Commission Nakajo moved not to disclose any discussion held in closed session and Commissioner Goldman seconded.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:15 PM

Tania Bauer
Commission Secretary

05-13

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, February 17, 2005 – 6:00 PM

698 Second Street, Room 101, San Francisco, CA 94107

AGENDA

Item
No

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FEB 15 2005

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02-15-05P01:57 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. FY 2005-06 BUDGET ***[Action]***

Review and Approval of FY 2005-06 Budget

Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

3. TEMPORARY COMPANY DEACTIVATION (BROWN-OUT) REPORTS ***[Action]***

Directing Chief of Department to provide monthly written reports to the Mayor and Board of Supervisors concerning the effect of temporary company deactivations (brown-outs) on emergency incidents, utilizing reports from Division Chiefs and all other available data

3. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

4. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
Thursday, February 17, 2005, 6:00 PM
698 Second Street, Room 102, San Francisco, CA 94107

1. On **Roll Call**, the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer (excused due to illness)
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman (excused 7:15 PM)
Chief of Department	Joanne Hayes-White (arrived at 7:20 PM)
Deputy Chief, Operations	Fred Sanchez

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2. **FY 2005-06 BUDGET** ***[Action]***

Review and Approval of FY 2005-06 Budget
Gary P. Massetani, Deputy Chief, Administration, and Julia Dawson, Chief Financial Officer

Gary Massetani, Deputy Chief, Administration, informed the Commission that FY 2005-06 budget will be submitted to the Mayor's Office on February 22, 2005. This evening the Department will present only changes in the revenues and expenses from what was presented one week ago. He asked Julia Dawson to explain the changes.

Ms. Dawson pointed out that the FY 2004-05 Budget included $55 million in Fire Department revenues and $134 million in General Fund support. In FY 2005-06, the Department took a one-time reduction in revenues of $3.9 from the sale of two properties and a one-time transfer of other funds. More revenue needed to be generated to close the budget gap, and the Department proposed changes to the Fire Prevention and EMS revenues. With these changes, the Department may be able to realize revenues of $56.4 million in the next fiscal year.

Ms. Dawson explained that the City has a number of fee-for-service models of which Fire Prevention is one. In such a model costs are assessed for providing services and then the fees are compared so that there is no imbalance, and what is brought in equals what is spent. The Department reviewed all fees that Fire Prevention charges in light of coming wage increases that are in approved labor contracts, and based on this assessment proposed a few fee changes. The Department wished to change the Plan Check fee, the water flow fee and the onsite water flow test fee; in addition, the Department wishes to increase its overtime recovery fee.

Furthermore, Ms. Dawson explained that Plan Check had a number of fees rolled into it and the Department decided to break those out so that the cost of each service is known exactly. This had been a recommendation in a previous performance audit and the Department wished to do this for some time.

Ms. Dawson reviewed a chart for proposed revenues for Fire Prevention for fiscal years 2004, 2005 and 2006, with the individual fees broken out and their respective changes. The major change was in the false alarm response fee that was being projected for the FY 2006 as $50,000 and had been previously projected as $500,000 – a number based

on estimates from Police Department experience which did not parallel Fire Department experience. In addition, the fee collection process for these false alarms was slow and not well developed and building owners were only billed after three false alarms. Ms Dawson explained that there is always a lag time before you can bill and problems exist with having the correct address and the correct building owner. The Department is working on improving the collection process. Furthermore, if payment is not received uncollected revenues are handed over to the Bureau of Delinquent Revenue at the Treasurer's Office but a 25% commission is paid on revenues that are collected.

Ms. Dawson pointed out that the other large revenue category is EMS. From an estimated 70,000 calls for service, 50,000 transports will result of which 35% will be Basic Life Support (BLS) transports and 65% will be Advanced Life Support (ALS) transports. The ALS transports break down further into ALS 1 at 62% and ALS 2 at 3%. The Department will bill for those transports and for treatment of 15,000 patients that were not transported, but it is estimated that only 48% of those billed will pay. Furthermore, of those that will pay, payment breads downs as follows: (1) self pay at 43%; (2) Medicaid at 19%; (3) Insurance at 20%; and Medicare at 18%. In addition, Ms. Dawson believed that the proposed fee increases will be high enough so that the Department will need to seek the approval of the Board of Supervisors.

Commissioner Goldman wished to know how the rates compare to other counties surrounding San Francisco. Ms. Dawson responded that many of the other counties are charging more, with some even charging several hundred dollars more on some of the transport tiers, particularly ALS, upwards of $900 ad $1,000 for transport. Commissioner Goldman asked for a comparison of fees of local communities, communities around the state and around the country.

Commissioner Clarke wished to know what was included in the supplemental charge. Ms. Dawson responded that it includes the cost of materials and medicines that are provided on a call. The fee is an average cost that is based on actual experience.

Ms. Dawson addressed the collection process for the budgeted $15.2 million in EMS revenue. From the BLS (35%) and ALS (65%) transports and a collection rate of 48%, the proposed changes should lead to a $4.6 million increase in revenue collection. Currently the 48% collection rate is averaged over all paying categories but in reality the self-pays are much harder to collect and the Department has no ability to get them to pay, even though they are handed over to the Bureau of Delinquent Revenue very little comes to the Department from these efforts. She believed that the collection rate will improve because the EMS program has been diligently working to improve communication between the medical providers and the billing agent. Chief Massetani added that the Department is considering adding a late fee to the cost, so that if the fee should be collected by the Bureau of Delinquent Collections, the Department would be fully reimbursed after they had taken their 25% cut. The proposed late fee will need to be approved by the Board of Supervisors.

Ms. Dawson wished to address the EMS Reconfiguration and noted that in this presentation the numbers will be based on the highest pay level for the new hires. She pointed out that the Department must match hiring with retiring and has estimated that there will 90 retirees. In addition, there will be a need to support the program and the Department is considering additional staffing, which includes three support staff and four uniformed members to do the additional work related to the reconfiguration. She recounted other expenses that would be necessary to make the program work: (1) testing expenses; (2) retrofitting of ambulances and fire apparatus; (3) facility improvements to station ambulances out of a headquarters; (4) uniforms; (5) radios and

other miscellaneous supplies.

Commissioner Nakajo wished to know that if by hiring 45 EMTs and 45 Paramedics, and releasing H3 Firefighters/Paramedics to Suppression to replace retiring firefighters, will the Department realize a savings. Ms. Dawson responded that the bi-weekly rate at the highest step in the new classification for a Fire Transport Paramedic will be $2,703 and for a firefighter the top step will be $3,192. In the current year, there will be slight cost to start up the program and it will be in testing. In the next two fiscal years the savings are projected at $7 million and $9.4 million respectively. The Department is anticipating that the cost increase in the current year will be covered within the appropriations that the Department has currently and does not anticipate requesting additional moneys. Chief Massetani added that the Department will not request a Supplemental for training and will ask only for a release of already appropriated funds in the amount of $1.5 million to cover training costs associated with the reconfiguration.

Commissioner Goldman, referring to overtime recovery in Fire Prevention and the current interest of the media in overtime expenditures, wished to know how the Department had arrived at those numbers. In reference to the EMS reconfiguration, he was concerned that certain activities were taking place in the current fiscal year, such as uniform purchases and labor negotiations, without the Commission having deliberated and approved the project. Commissioner Goldman's third concern was the limited amount of time the Commission has had to review the budget. He implored the other members of the Commission to make sure that there was a good understanding of the budget and that all questions had been answered, and if more time needed to be taken that the Commission should do so; he apologized that he had to leave.

Ms. Dawson explained to the Commission that a placeholder figure of $10.3 million had been calculated by the Department for salaries, which included savings from the reconfiguration and the COLA increases that are estimated for firefighters over the entire fiscal year. There has been discussion of lump sum retirements and at this time the Mayor's Office has authorized a placeholder in the budget of $2.3 million. The Department is concerned about this number since the number should be higher but this will be a point of future discussions.

Commissioner Nakajo wished to know if the Mayor's Office figure given to the Department for lump sum retirements was unrealistic. If so, what did the Department consider a more realistic projection. Ms. Dawson responded that the Department had actually averaged last year's retirements over 72 members and the average per member was $56,000. This number was multiplied by the anticipated retirements in this budget, which was 90 and possibly higher, and the Department believed that a more realistic figure would be $5 million.

Commissioner Conroy wished to know whether another class of H2 firefighters would be hired and, if so, had that been included in the FY 2005-06 budget in addition to the hiring if Transport EMTs and Transport Paramedics. Chief Massetani responded that it had not been included in next year's budget but had been accounted for in this year's and the $1.5 million in training reserves could accommodate it. Commissioner Conroy asked if there was a need in the next fiscal year for H2 firefighters, how would it affect the reconfiguration. Chief Massetani responded that if there is delay in implementing the reconfiguration, that the option of a new H2 class would be a consideration.

Commissioner Nakajo wished a clarification of additional staffing for the reconfiguration and whether it was new staff or existing staff. Ms. Dawson responded that it was new staff for administration and operation and positions would be added overall. Chief Massetani added that the classifications already exist in the Department.

PUBLIC COMMENT

Joe Moriarty, Vice President, San Francisco Firefighters Local 798, stated that the lump sum payout was of great concern since from Local 798's perspective even the $5 million figure maybe low but that it should be the minimal number reflected in the budget. Furthermore, he wished the Department to explain the attrition number of 48. Mr. Moriarty also wished to know if the brown-out situation would continue into next fiscal year and what would be a realistic number of engines being browned-out daily.

Ms. Dawson responded that the attrition figures represent the salaries that we are not spending by browning-out units and that does equate to four units per day. Chief Massetani added that the attrition is for 18months and started in January of 2005 and will go through the end of FY2005-06.

John Hanley, President, San Francisco Firefighters Local 798, thanked the Department for clearing up some inconsistencies from the previous presentation in the area of salary increases and lump sump pay-outs. He wished to know where the money was coming from for the tests for the two Transport classifications and whether it was the money set aside for the H20 Lieutenants and the H30 Captains test.

President Conroy suspended the normal rules of public comment for this special meeting, which provides only comment and not a question and answer session, since the questions and answers were of value to the Commission, to the Department and to the public.

Ms. Dawson replied that there was $561,972 in the budget for professional services to cover testing for the H20, H30 and H40 but not for a new H2 class. Mr. Hanley wished to know if the money that had been set aside for the past promotional exams and had not been used, was being used for testing related to the reconfiguration. Ms. Dawson responded that the money for the promotional exams had been appropriated and was used for the current year H2 class. She added that there was still appropriation that was not spent in testing this current year and could be available for other testing purposes. Chief Massetani added that it is the Department's decision for which test it is used. The Department would like to give at least two exams or even three this year, and will negotiate with the Mayor's Office to have funding for them. Commissioner Conroy wished to know why this amount could not now be included in the budget. Ms. Dawson added that the Commission could make a recommendation to the Mayor to consider the Department's need but there are certain items that are more difficult to add to expense. It would be more helpful to raise the concern. Chief Hayes-White also agreed that it would be appropriate to make a strong recommendation. As for the amount to request, Chief Massetani pointed out that the Department had requested $750,000 in previous years but the full amount was never appropriated since the Department had not been able to give the exam.

Tom O'Connor, Treasurer, San Francisco Firefighters Local 798, noted that over the past few years debt was carried forward due to misappropriations by City Hall or miscalculations by previous administrations and stated that it was time that reality be reflected in the budget. To this end, he stated that a straight 6% salary increase is not reflective of reality nor have the increases in premiums been added in. Mr. O'Connor stated that the most important item that should be in the forefront when budget calculations take place is that the Department will be 126 fulltime employees short. He wished to impress on the Commission to submit a budget to the Mayor' Office that reflects the actual needs of the Fire Department.

Brendan O'Leary, Director, San Francisco Firefighters Local 798, directed his comment

to the false alarm ordinance. He declared that for this current budget year, the Department was given the number of $500,000 and told that it was the amount of revenue it needed to generate. A far more realistic number of $75,000 has been projected for next year. Mr. O'Leary wished to know what price the Department paid for the shortcoming of $490,000, what is the amount expected at the end of this current fiscal year and will any of this be carried forward into the next year.

Ms. Dawson responded that the $500,000 was overly ambitious and the Department knew it would not realize those revenues. However, the permit inspection area generated much more revenue than had been forecast and everything balanced out. The projected revenue for the Fire Plan Unit was about $1.5 million and it is projected to come in over $1.9 to $2 million.

Commissioner Nakajo stated that he wished to present a realist budget and that the Commission should have numbers that are realistic when they advocate for the Department. He wished to know what the next actual steps would be if the Department knowingly presented an unbalanced budget. Deputy Chief Massetani responded that the Department is mandated by the Charter to submit a budget by February 22nd and can not obtain an extension. An unbalanced budget can be submitted with a letter to the Controller explaining the reason. In turn the Controller writes a letter to the Board of Supervisors stating that the Department did not meet the requirements and that they are providing an unbalanced budget. At that point, negotiations would start with the Mayor's Office to get the budget into balance.

Commissioner Clarke echoed Commissioner Nakajo's sentiments. She wondered if there was any possible way, based on the Commissioners' concerns and on public comment, to present a more realistic budget than that which was presented by the Department at this meeting.

Commissioner Conroy, having heard in public comment that there were 126 vacancies, wished to know how many current vacancies there were in the Department. Chief Massetani responded that there were currently 35 vacancies. Commissioner Conroy asked if the Department hired 35 more H2 would there still be the need for overtime and, if not, would there not be a need to brown-out engines. Ms. Dawson responded that brown-outs are reflected in regular salaries and not in overtime. Commissioner Conroy noted that the FY 2005-06 Budget starts out with up to four engines being browned out. Chief Massetani responded that this amount was given to the Department in the B-Prep from the Mayor's Office, and it assumed a $7.5 million reduction for the current year and $4.2 million for the next fiscal year.

Commissioner Nakajo moved that the Commission adopt the San Francisco Fire Department's proposed budget for FY 2005-06. Furthermore, he declared that the Commission encapsulate the concerns expressed by Commissioners, the Department and those that provided public comment in a recommendation to accompany the budget.

Commissioner Conroy stated the recommendation as follows:

(1) Staff had presented to the Commission a placeholder of $2.3 million provided by the Mayor's Office to cover the retirement payouts in FY 2005-06; the Commission amended the budget, increasing the amount to $5million to cover the projected cost of the retirement of 89 uniform personnel;

(2) The Commission recommended to the Mayor's Office that additional funding be provided for promotional testing anticipated to occur within the next budget year; and

(3) The Commission recommended to the Mayor's Office that additional funding be

appropriated, in any additional sum that can be identified, to permit the Fire Department to operate with its full complement of companies on a daily basis, rather than continue the temporary deactivation of engine companies (brown-outs).

Commissioner Clarke seconded. The motion was unanimously approved.

3. TEMPORARY COMPANY DEACTIVATION (BROWN-OUT) REPORTS *[Action]*

Directing Chief of Department to provide monthly written reports to the Mayor and the Board of Supervisors concerning the effect of temporary company deactivations (brown-outs) on emergency incidents utilizing reports from Division Chiefs and all other available data.

Commissioner Conroy noted that the agenda stated that the Chief of Department provide monthly written reports to the Mayor and to the Board of Supervisors. He suggested that, perhaps, if the Chief had no objection, the Commission itself direct these reports through the Secretary.

Chief Hayes-White responded that it would be appropriate, especially since this Commission is very engaged in the process. She added that supplemental information could be attached to the narrative report, such as CAD (Computer Aided Dispatch) data, and a report summary of the information prepared by the Deputy Chief, Operations.

Commissioner Clarke moved to provide monthly written reports, through the Secretary, to the Mayor and the Board of Supervisors concerning the effect of temporary company deactivations (brown-outs) on emergency incidents, utilizing reports from the Division Chiefs and other available data, and prepared by the Deputy Chief, Operations. Commissioner Nakajo seconded.

PUBLIC COMMENT
John Hanley, President, San Francisco Firefighters Local 798, directed the Commission's attention to a file folder with a document he had left for them that explains how a flashover occurs, and how each second counts getting firefighters to the scene as fast as possible to try to confine the fire to the space of origin.

President Conroy called for the vote. The motion passed unanimously.

President Conroy clarified that he will send the first report over his signature with some background as to why the Commission and the Department are presenting the information.

In closing, Chief Hayes-White wished to thank the Commission for their support and for their diligence in reviewing all the material that is presented to them. She appreciated tonight's public comment and considered it valuable. She statedthat with all working together as a team the Department and the City should reap benefits. Chief Hayes-White wished to acknowledge Chief Massetani for all his efforts, especially when the Department was without a CFO, who, once she arrived, has been a great asset to the Department.

4. PUBLIC COMMENT

There was no public comment.

6. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 8:10 PM.

Tania Bauer
Secretary

No. 05-14

San Francisco Fire Department
FY 2006 Proposed Budget

Chief Joanne Hayes-White
Deputy Chief Gary Massetani
CFO Julia Dawson
February 10, 2006

City Financial Outlook

- City Controller currently projecting a $115 million shortfall for FY 2006
- Effects of state budget reductions still unknown
- All City Departments have implemented mid-year reductions to account for $97 million shortfall in revenue because of Propositions J and K
- Fire Department mid-year budget reduction was $3.5 million in FY 2005 and $4.2 million in FY 2006. The $4.2 million reduction has been incorporated into the baseline budget
- The Mayor's Office will be asking all City Departments for additional budget reductions

FY 2006 Budget Summary

Operating Budget Revenues	Budget FY 2005	Budget FY 2006	Variance	% Change
Fire Department Revenues	55,694,480	51,794,480	(3,900,000)	-7%
General Fund Support	134,650,118			
Total	**190,344,598**	**51,794,480**	**(3,900,000)**	**-7%**
Operating Budget Appropriations				
Operating Budget	190,095,712	191,915,618	1,871,919	1%
Operating Transfer Out	9,250	9,250	0	0%
AWSS Labor Expense	1,432,286	1,518,490	86,204	6%
AWSS Recovery from PUC	2,474,650	2,474,650	0	0%
Capital – Facilities Maintenance	400,000			
Capital – AWSS Maintenance	882,000	957,319		
Total	**190,344,598**	**191,978,040**	**1,633,442**	**1%**
Non General Fund Divisions				
Airport	11,549,467	12,077,094	527,627	5%
Fireboat	2,105,638	2,705,443	64,906	3%
Treasure Island	5,041,882	5,209,818	167,936	3%
Total	**18,696,987**	**19,992,355**	**760,469**	**6%**

Proposed Revenues FY 2006

- Change in revenues of $3.9 million between FY 2005 and FY 2006 are due to the removal of two one-time revenue sources
  - The sale of 2350 19th Avenue and 1648 Pacific Avenue
  - A transfer of funds from the Department of Building Inspection
- The Department is currently evaluating all Fire Prevention fees because of wage and benefit increases in FY 2006. Staff will be presenting a proposed new schedule of fees at the next meeting
- Staff is also reviewing the EMS fee schedule and will be proposing changes at the next meeting

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Proposed Changes to Expenses FY 2006

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  - Creation of departmental committee to allocate funds
- Cost savings from Workers Compensation claims of $608,931 recognized in budget
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FY 2006 Changes to Expense for next meeting

- Paramedic and EMT Reconfiguration
  - Position additions, training funds, supplies, medical screening
- Consolidation of MIS funding
- Projection of salary savings from retirements

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-15

FIRE COMMISSION REGULAR MEETING
Thursday – February 24, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

Item No.

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FEB 22 2005
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02-22-05P02:37 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of February 10, 2005, and Special Meeting of February 10, 2005 (4:00 p.m.)

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Fire Prevention & Investigation
Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July to December, 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, January 15 through January 28, 2005.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointments
Reporting the following PROBATIONARY appointment effective *FEBRUARY 8, 2005:*

1820 Junior Administrative Analyst

Mark Corso (vice: Annual Salary Ordinance Authorized Position)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Avalos, Anthony P.	H40 Battalion Chief	Service	Jan. 25, 2005
Graff, Joseph F.	H22 Lieutenant, BFP	Service	Jan. 27, 2005
Gerhardt, Donald T.	H20 Lieutenant	Service	Feb. 05, 2005
Thomas, Macheal S.	H4 Inspector	Service	Jan. 29, 2005
Bieber, Robert P.	H2 Firefighter	Ind. Dis.	Jan. 18, 2003
Delucchi, William C.	H2 Firefighter	Service	Jan. 24, 2005
Evanoff, Mark A.	H2 Firefighter	Ind. Dis.	Dec. 17, 2004

(Retirement Certificates will be presented at Fire Commission meeting of April 28, 2005)

Leaves
Reporting intermittent leaves of absence with pay for Lieutenant Barbara Schultheis, Bureau of Fire Prevention, for three days, February 15 through February 17, 2005, and one day, March 2, 2005, in order to attend a training class entitled "Coaching Supervisors and Managers toward Employee Success" and "Managing Organizational Change Effectively," in San Francisco, California. These classes are being offered free of charge to City employees by the Department of Human Resources. Lieutenant Schultheis will not be replaced.

Reporting leave of absence with pay for Inspectors Robert Gallot, Bruce Guitron, Gerald Zari and Fire Protection Engineer Frederick Stumpp, Bureau of Fire Prevention, for one day, March 10, 2005, in order to attend a training class entitled "Water Supply Testing and Analysis for Fire Protection" presented by the Society of Fire Protection Engineers in Concord, California. The BFP's Training Budget for Fiscal Year 2004-2005 will pay for the cost of registration. The above four members will not be replaced.

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Reporting leave of absence with pay for Firefighter/Paramedic Larry Para, EMS Division, for two days, February 17 through February 18, 2005, in order to attend the Defibrillator Technical Training class presented by ZOLL BioMedical Corporation at the Orange County Fire Authority, Southern California. The enrollment fee is waived by ZOLL Corporation; the cost for transportation and lodging is included in the Fiscal Year 2004-2005 budget. Firefighter/Paramedic Para will not be replaced.

Reporting leaves of absence with pay for the time period from September 2004 through August 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
24	H2 Firefighter	832
7	H3 Firefighter/Paramedic	380
1	H4 Inspector	25
1	H6 Investigator	10
2	H20 Lieutenant	18
1	H32 Captain	13
	Total Number of Days with Pay	1278

Reporting intermittent leaves with pay for the time period from August 2004 through April 2006 for the following:

1	H2 Firefighter	Jan. 25, 2005 – Jan. 24, 2006
1	H2 Firefighter	Jan. 18, 2005 – Jan. 18, 2006
1	H2 Firefighter	Nov. 20, 2004 – Nov. 19, 2005
1	H2 Firefighter	Feb. 07, 2005 – Feb. 16, 2006
1	H2 Firefighter	May 13, 2005 – Jan. 17, 2006
1	H2 Firefighter	Jan. 01, 2005 – Jan. 01, 2006
1	H2 Firefighter	Mar. 06, 2005 – Dec. 29, 2005
1	H2 Firefighter	Jan. 20, 2005 – Jun. 20, 2005
1	H2 Firefighter	Jun. 02, 2005 – Mar. 12, 2006
1	H3 Firefighter/Paramedic	Apr. 24, 2005 – Jan. 29, 2006
1	H3 Firefighter/Paramedic	Apr. 04, 2005 – Apr. 04, 2006
1	H30 Captain	Feb. 25, 2005 – Feb. 25, 2006
1	H30 Captain	Aug. 13, 2004 – Aug. 13, 2005

Reporting leaves of absence <u>without pay</u> for the time period for January 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	7388 Utility Plumber	6
1	H3 Firefighter/Paramedic	8
	Total number of Days w/o Pay	14

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 9	04-5-103	1/5/2005	597	B	Bill

Cause: While responding with red lights and siren, Eng 9 was struck by a civilian tractor trailer which drifted into its lane

Medic 13	04-5-104	1/5/2005	741	B	Bill

Cause: While legally parked, Medic 13 was struck by a passing vehicle

Ambulance 95	04-5-105	1/5/2005	0	A	File

Cause: Misjudged clearance - While travelling on 20th Street, Amb 95 struck the mirror of a parked vehicle

EMS Delivery Van	04-5-106	1/7/2005	923	B	Bill

Cause: While stopped at a red light, EMS delivery van was struck by a pickup truck

Medic 14	04-5-107	1/8/2005	730	C	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Medic 14 failed to gain control of the intersection before proceeding

Battalion 10	04-5-108	1/15/2005	924	A	File

Cause: Driver inattention - While backing into quarters, driver failed to check rear area position

Medic 8	04-5-109	1/17/2005	740	A	File

Cause: Driver inattention - While backing into ambulance bay at SFGH, Medic 8 struck pillar on the left side; no spotter was posted, paramedic was in back of the ambulance caring for patient

Medic 29	04-5-110	1/17/2005	742	B	Bill

Cause: While responding with red lights and siren, Medic 29 was struck by a civilian vehicle that failed to yield

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from February 4, 2005 through February 17, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding the omission of raises due to firefighters per the existing MOU and lump sum payouts to retiring firefighters in the FY 2005-06 Budget. Copy: Commissioners and Chief of Department.

2. From Joel Sato, President, Asian Firefighters Association, inviting Commissioners to march with members of the Asian Firefighters Association in the Chinese New Year Parade, which is the largest celebration of its kind in the world. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Battalion Chief Jimmie T. Braden	Service	30	Oct. 09, 2004
Lieutenant Melvin J. Hayes	Service	33-1/2	Oct. 27, 2004
Lieutenant Michael S. Koomas	Service	30	Oct. 17, 2004
Lieutenant Truman D. McKinney	Service	30	Oct. 01, 2004

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Report from Administration
Report from Gary P. Massetani, Deputy Chief, Administration, on continuing discussion of the FY 2005-06 Budget.

C. Disciplinary Hearing Assignment *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case #*	*Type of case*
John Darmanin	05 – 18	Suspension Appeal

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
:phen A. Nakajo, *Vice President*
semarie Fernández-Pifer, *Commissioner*
:m Clarke, *Commissioner*
uglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-15

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 24, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Douglas E. Goldman

05 Commissioner Clem Clarke was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Federico J. Sanchez	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Alfred P. Quartaroli	Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
John J. Lee	Division 3 (Acting)

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of February 10, 2005, and Special Meeting of February 10, 2005 (4:00 p.m.)

The Minutes of the February 10, 2005 Regular Meeting were tabled for approval until the next meeting when alternative language submitted by Commissioner Goldman to the Secretary will be incorporated into the amended Minutes.

COMMENTS BY MAYOR GAVIN NEWSOM

Mayor Newsom came to the Fire Commission meeting to provide a brief overview of what is occurring in the City as it relates to the FY 2005-06 Budget. He related that San Francisco is yet again facing another significant budget crisis and its fifth consecutive

budget deficit, with last year's deficit of $307 million. Due to the loss of Propositions J and K at the polls, $97 million more was added to the $307 million. This year's budget deficit is projected at $113 million but, even though it is smaller than in previous years, it will be more difficult to deal with because San Francisco has exhausted most of its reserves.

The City has liquidated most of its capital assets, including many Fire Department properties. Fines and fees have been increased to the legally allowable limit, except for MUNI fares and Parking and Traffic fine increases, which are set by them because they are enterprise departments.

Furthermore, the Mayor explained that even though the City's budget stands at $4.98 billion but only $1.2 billion is truly discretionary. The General Fund is approximately $2.4 billion but there are set-asides for baseline funding for MUNI, libraries, children's services, and minimum staffing of police officers at 1,971. He stated that no city in America has faced as large a budget deficit on a percentage basis, and only two cities faced it on a dollar basis – Los Angeles and Chicago. In Chicago, the Mayor increased eight taxes in order to deal with the deficit but in San Francisco the voters declined any tax increase. The Mayor added that the City can not borrow as the federal government and the State of California are allowed to do.

The Mayor stated that job eliminations are not available this year since last year 1,200 jobs were eliminated. Historic labor agreements were negotiated last year and 90% of labor contracts are closed and can not be reopened this year. 7.5% was given back by all City workers last year, except police and fire, for pension pay-in, which yielded $138 million in savings for the General Fund. Furthermore, there will be little or no support forthcoming both from the state and federal governments. The Bush Administration has made drastic cuts in the community-based development programs which have funded childcare, healthcare, senior programs and after school programs.

The Mayor declared that there are great challenges ahead and outlined what he needed from the Fire Department. He has asked every City department to absorb internal cost increases that are annualized. For the Fire Department, the amount requested would be $18 - $20 million but, fortunately, not the full amount will have to be absorbed due to the deep cuts made by the Department the previous year. The Mayor acknowledged that $8million will be needed. He affirmed that he did not wish to close fire stations but that creative solutions would be needed.

In closing, the Mayor stated that despite the on-going deficits, he still wished to invest in people and things from which serious saving could flow in the future, such as capital investments, IT investments and any other type of innovative investment. He thanked the Commission for providing him the opportunity to present his overview.

Commissioner Goldman made the Mayor aware that with only one week to review the $190 million budget, it was difficult for the Commission to exercise its fiduciary responsibility. The budget was passed by the Commission with some conditions, one of which was related to brown-outs. He asked the Mayor to provide some guidance regarding the brown-outs, especially, if the brown-outs will be part of the future of the Department and if there are other options.

The Mayor responded that there are not very many options and, for now, the brown-outs will have to be continued. They are being very closely watched by the Department and he is also monitoring the weekly response times through CityStat to ensure that

they are within the targeted goals. The Mayor recognized that everyone is doing their best under difficult circumstances, and he believed that the brown-outs are necessary but certainly not ideal.

Commissioner Conroy noted that he recognized the dilemma but was very concerned about public safety and knew that the Mayor had placed importance on public safety during his campaign. Commissioner Conroy could not imagine any further cuts to the Department since it had experienced so many cuts in the past.

Mayor Newsom responded that the cuts requested from the Fire Department are less than what is being asked of other Departments. Time constraints are being felt by his office since they had only hours to analyze President Bush's budget cuts and, similarly, Governor Schwarzenegger's. He pointed out that the current budget is managed and adjusted on a weekly basis through CityStat. He invited the public to attend since it is an opportunity to see government in action. The Mayor also mentioned that there will be an aggressive public outreach effort on the budget in order to make it more inclusive and transparent.

Commissioner Nakajo felt gratified that the Mayor understood the stark reality of the situation of the Department. He declared that when it came to terrorist attacks, natural catastrophes, multiple vehicle accidents, cliff and surf rescues, and, of course, 3 and 4 alarm fires, it is the Fire Department that responds to all of these incidents. The Mayor responded that he was not advocating for the cuts but just dealing with reality. He noted that it was for the reasons cited by Commissioner Nakajo that the Fire Department was asked to absorb only $8 million instead of the $20 million requested of other departments. Commissioner Nakajo added that everyone needs to work together, both with the Mayor's Office as well as other departments and not belittle each other.

Commissioner Fernandez-Pifer stated that she was very much aware of the severe cuts in the Community Development Block Grants (CDBG) and the demise of the Hope VI funds, since she worked for the Department of Housing and Urban Development (HUD), and the effect that this will have on affordable housing in this city. She appreciated the Mayor calling for more efficiencies and she believed that it will be incumbent on the Commission to examine areas in the Department were greater efficiencies could be achieved, whether they are in suppression, emergency medical services or through the reconfiguration.

The Mayor reemphasized the need for all to work together and not have departments vilify each other. He pointed out that it was important for everyone to recognize that everyone is in the same situation, and that blame should not be put on one or another department and asked that everyone work together.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Fire Prevention & Investigation
Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from July to December, 2004.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, January 15 through January 28, 2005.

Appointment
Reporting the following PROBATIONARY appointment effective *FEBRUARY 8, 2005:*

1820 Junior Administrative Analyst

Mark Corso (vice: Annual Salary Ordinance Authorized Position)

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(Retirement Certificates will be presented at Fire Commission Meeting of April 28, 2005)

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B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
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Cause: While responding with red lights and siren, Eng 9 was struck by a civilian tractor trailer which drifted into its lane

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Cause: While legally parked, Medic 13 was struck by a passing vehicle

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Cause: Misjudged clearance - While travelling on 20th Street, Amb 95 struck the mirror of a parked vehicle

EMS Delivery Van	04-5-106	1/7/2005	923	B	Bill

Cause: While stopped at a red light, EMS delivery van was struck by a pickup truck

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Cause: Lack of defensive driving technique - While responding with red lights and siren, Medic 14 failed to gain control of the intersection before proceeding

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Cause: Driver inattention - While backing into quarters, driver failed to check rear area position

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Cause: Driver inattention - While backing into ambulance bay at SFGH, Medic 8 struck pillar on the left side; no spotter was posted, paramedic was in back of the ambulance caring for patient

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Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

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C. Communications Received by Commission *[Discussion]*

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2. From Joel Sato, President, Asian Firefighters Association, inviting Commissioners to march with members of the Asian Firefighters Association in the Chinese New Year Parade, which is the largest celebration of its kind in the world. Copy: Commissioners and Chief of Department.

Commissioner Fernandez-Pifer moved and Commissioner Goldman seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Battalion Chief Jimmie T. Braden	Service	30	Oct. 09, 2004
Lieutenant Melvin J. Hayes	Service	33-1/2	Oct. 27, 2004
Lieutenant Michael S. Koomas	Service	30	Oct. 17, 2004
Lieutenant Truman D. McKinney	Service	30	Oct. 01, 2004

Chief Hayes-White asked retired Battalion Chief Jimmie Braden, retired Lieutenant Michael Koomas and retired Lieutenant Truman (Skip) McKinney to step forward. She congratulated them and presented them with the Retirement Certificate. She recalled highlights of their careers and their assignments and thanked them for their years of service in the Department.

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004-05 budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Joanne Hayes-White, Chief of Department, provided an update on the status of the current FY 2004-05 Budget. She stated that the Department was on target to achieve the $3.5 million reduction in this fiscal year, which is part of the $7.7 million that the Department was asked to reduce over an eighteen-month period. She was proud that the Department had significant reductions in its disability rate and had achieved a 17% reduction in the Workers Comp rate. She added that the overtime has also declined by 23% in Administration and 24% in Operations.

Chief Hayes-White wished to report on the 3rd alarm fire on February 18th at Green and Leavenworth Streets. She stated that the crews did an excellent job containing the fire to the fire floor since the fire had started on the 17th floor of an 18-story high-rise. Chief Hayes-White noted that high-rise fires are always a concern and present unique challenges. She asked Assistant Chief Johnny Lo to comment since he was the Incident Commander at that fire.

Chief Lo stated that the most difficult part in a high-rise fire is to keep everyone in place.

Firefighters want to go to the fire but in reality only 10% or less can actually get to the fire. He noted that most of the work entails support, that is, lobby control, staging and tracking, since there are multiple units performing various tasks. Chief Lo agreed with Chief Hayes-White's assessment that the crews had done an excellent job and exhibited great discipline

Chief Hayes-White noted that innovative training was occurring at the Airport Division under the leadership of Chief Casserly and Chief Siragusa. The innovation consist of two Lieutenants going to train on-site at the Airport, instead of crews and equipment coming to the Treasure Island Training Facility. Additionally, certain units that can not leave the Airport can now be included in the training. Furthermore, CPR (Cardiopulmonary resuscitation) and ACLS (Advanced Cardiac Life Support) training is currently ongoing at the Division of Training with members required to attend.

Chief Hayes-White reported that she had attended a meeting related to the Mayor's anti-litter campaign. The Mayor had launched a campaign whereby various City workers, depending on classification, will participate in assisting writing citations to people that do not follow the municipal code related to littering. The Department has the following classifications that may write or assist with writing citations: Battalion Chiefs, Assistant Chiefs and certain Inspectors.

Chief Hayes-White related that there had been a tabletop Homeland Security exercise conducted by OES (Office of Emergency Services) in the Police facility at Hunters Point with multiple city agencies present as well as Marin OES and San Mateo OES. It was an excellent occasion to establish and strengthen relationships with other counties before a disaster occurred, whether natural or man-made, and aid was needed.

Furthermore, 18 to 28 off-duty members represented the San Francisco Fire Department at the funeral of Captain Mark McCormick of the Santa Clara County Fire Department. Chief Hayes-White extended her condolences to the Santa Clara County Fire Department for their loss of Captain McCormick.

In closing, the Chief commented that numerous members came to march with the Asian Firefighters in the Chinese New Year Parade, including members of her command staff and Commissioners Conroy, Nakajo and Clarke.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Nakajo, referring to a recent high-rise fire, wished to know how well the members were prepared for them and how well they have performed at these incidents. Chief Hayes-White responded that training and drills are essential, with high-rise drills done annually and, if time permits, semiannually. In addition, Battalion Chiefs work frequently with their battalions and companies on high-rise procedures. Assistant Chief Lo added that at the last high-rise fires, companies were organized and disciplined since the scene of hi-rise fire is many times chaotic. Everything has to be set up prior to any firefighters going to floor of the fire and the Incident Commander, or his Incident Specialist, must know exactly where everyone is.

Commissioner Goldman, referring to SFStat reports, wished to have the numbers timely and accurately reflected in the report. He requested that the SFStat be available to the Commission at meetings since it would be very helpful to follow the data as the report is made. He also requested that financial information be included so that the budget and

actual expenditures could be tracked. Chief Hayes-White affirmed that it will be provided.

Commissioner Goldman stated that he strongly felt that until the Commission had given its approval, it is not appropriate for the Department to be expending funds and moving forward with the EMS Reconfiguration, except to gather facts as needed for the presentation.

Commissioner Goldman, referring to previous discussions of SAS and SIREN software, reiterated that SAS was not the appropriate software for the Department. He did not believe it could determine resource placement and the modeling, that is, real-time usage which is still lacking even as the Commission considers the proposed reconfiguration plan. He encouraged the Department to consider this matter more thoroughly, develop a clear set of objectives and open it to a bidding process.

Gary Massetani, Deputy Chief, Administration, wished to clarify the SAS contract noting that at this time there is no contract and that SAS software would be purchased in the future through Homeland Security funds. He stated that the difference between the SIREN product, referred to by Commissioner Goldman earlier, and SAS is that SIREN is intended for real time resource allocation and SAS is used for statistical analysis planning. SAS is used by various City Departments to analyze future work and statistical analysis. Further discussion ensued with Chief Massetani answering questions about sole source contracting and the procurement process.

Commissioner Conroy, referring to the Mayor's earlier request of a reduction of $8 million, wished to know if that amount was an additional reduction to the FY 2005-06 Budget just submitted. Chief Hayes-White responded in the affirmative. She added that all Departments have been tasked with reductions but the amount had not been known until the Mayor mentioned it at this meeting.

Commissioner Conroy declared that the recent overtime issue, as reported in a newspaper, was of great concern to him, that is, when he read that a few individuals made an extraordinary amount in overtime. He wondered if certain controls could be put in place, such as, that the amount of overtime can not exceed a certain amount as a percent of the individual's salary.

Commissioner Fernandez-Pifer had similar concerns and recalled that overtime had to be pre-approved by a superior prior to being worked.

Chief Hayes-White responded that Commissioner Fernandez-Pifer was correct. She noted that overall overtime expenditures were reduced and that had been her greatest concern. She has, also, taken measures to reduce seemingly excessive overtime by certain individuals. Chief Hayes-White was concerned that the Department is currently short 35 members, which will occasion future overtime expenditures.

Report from Administration

Chief Massetani related that the FY 2005-06 Budget was submitted to the Controller and the Mayor's Budget Office with the amendments and recommendations requested by the Commission. He stated that from this time forward, the Department will be addressing the $8 million cut which the Mayor had just requested. Chief Massetani and CFO Dawson will be working to increase revenues, since no further reductions in service should be taken, and revamping the emergency medical services billing system; further savings could be realized from the EMS Reconfiguration project, if it is approved

in time. To date, $4.9 million has been identified for the $8 million cut, with the Department working on how to mitigate the remaining $2.5 to $3 million.

Commissioner Conroy wished to know if the Department would consider browning-out more than the current number of Engine companies. Chief Hayes-White responded that anything over four browned-out companies would not be considered since it would present too high a risk.

Commissioner Fernandez-Pifer had a question regarding how the proceeds from the EMS billings would be used. She was under the impression that a part of the billing revenues were to be used to further the objectives of the Reconfiguration, and now she understands that they are to be used to offset the latest reduction. Chief Massetani responded that a new RFP is being issued shortly for a new contractor. The paper system currently used by the paramedics in the field will be replaced by a Triad database capturing system. The new electronic data collection system should yield the Department a five to ten percent higher recovery. Chief Massetani added that there have also been increases in MediCare and MediCal which a new system would capture. Commissioner Fernandez-Pifer requested a report before the Commission on the whole matter once the audit by Chief Massetani and CFO Dawson was performed.

Commissioner Goldman believed that it would be beneficial to the Commission to see a comparison between the *actuals* vs. the budget for prior years, and to note any apparent trends.

C. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*	*Commissioner*
John Darmanin	05 – 19	Suspension Appeal	Nakajo

5. PUBLIC COMMENT

Brendan Ward, Director, San Francisco Firefighters Local 798, wished to point out a letter President John Hanley regarding the proposed FY 2005-06 Budget. Mr. Ward stated that Local 798 was aware of the budget constraints this year but requested that the budget be as realistic as possible and take into account all revenues and expenses before it is finalized.

Commissioner Nakajo wished to acknowledge the Asian Firefighters Association, especially the officers and directors, for their invitation to Commissioners to march in the Chinese New Year parade and for the wonderful dinner afterwards that was shared by all.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:25 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, March 10, 2005, 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

MAR - 7 2005

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05-07 05A10:09 RCVD

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas Goldman, M.D.

2. **PUBLIC COMMENT**
Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**
Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-19

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-20

FIRE COMMISSION REGULAR MEETING
Thursday – March 10, 2005 – 6:00 p.m.
698 Second Street, Room 102

10/05

AGENDA

DOCUMENTS DEPT.

MAR - 7 2005

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03-07-05A10:08 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of February 10, 2005, and Special Meetings of November 4, 2004, February 10, 2005 (4:30 p.m.), and February 17, 2005.

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, or a member of the public, so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Division of Training
Submitting monthly report from Division of Training concerning activities performed for February 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, January 29 through February 11, 2005.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointments
Reporting the following PERMANENT appointment effective *FEBRUARY 16, 2005:*

7205 Chief Stationary Engineer

Hernan E. Miras

Reporting the following PROBATIONARY appointment effective *FEBRUARY 16, 2005:*

1270 Departmental Personnel Officer

Jesusa S. Bushong (vice: Annual Salary Ordinance Authorized Position)

Reporting the following PROBATIONARY appointment effective *FEBRUARY 28, 2005:*

1820 Junior Administrative Analyst

Tania N. Fokin (vice: Robert Monroe, separated)

Reporting the following TEMPORARY EXEMPT appointment effective *FEBRUARY 24, 2005:*

7334 Stationary Engineer

William J. Kirkpatrick (vice: David Perez, resigned)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Almirol, Stanford E.	H20 Lieutenant	Service	Jan. 29, 2005
Heffernan, Jerry F.	H2 Firefighter	Service	Feb. 07, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of April 28, 2005)

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
BOE	04-5-111	1/13/2005	972	A	File

Cause: While backing BOE van into fire station, driver struck bollard on vehicle bay door

EMS	04-5-112	1/21/2005	37	B	File

Cause: While legally parked, EMS vehicle was struck by a civilian vehicle that left scene

Medic 38	04-5-113	1/26/2005	744	A	File

Cause: Driver inattention to responsibilities - Driver of Medic 38, assuming the apparatus door was open, backed into it; no spotters were posted

Engine 24	04-5-114	1/27/2005	588	A	File

Cause: Misjudged clearance - While responding to a medical incident, Eng 24 made mirror-to-mirror contact, breaking the mirror of a garbage truck

EMS RC 4	04-5-115	1/31/2005	378	A	File

Cause: Driver inattention to possible hazards - While responding in heavy fog, RC 4 pulled to side of road and struck a tree branch

Medic 3	04-5-116	1/31/2005	750	B	Bill

Cause: While travelling on Van Ness, Medic 3 was struck by a vehicle which pulled out from an adjoining lane

Rescue 2	04-5-117	2/3/2005	862	A	File

Cause: Misjudged clearance - While making a left turn into a parking lot, Res 2 struck a parked civilian vehicle

Engine 19	04-5-118	2/4/2005	501	A	File

Cause: Driving skill deficiency - While making a right turn, Eng 19 struck a parked civilian vehicle

Engine 6	04-5-119	2/5/2005	530	A	File

Cause: Misjudged clearance - While backing up to make room for another apparatus at a fire, Eng 6 struck an illegally parked civilian vehicle; spotters were posted

BFP	04-5-120	2/8/2005	47	C	File

Cause: Driver inattention - While pulling out from a parking spot, BFP driver failed to yield right-of-way

Medic 8	04-5-121	2/8/2005	740	B	Bill

Cause: While stopped in traffic, Medic 8's mirror was struck by a passing van

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and

precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from February 17, 2005, through March 3, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding the detailing of Suppression members to the ECD on a daily basis and, therefore, augmenting the ECD's budget while depleting the Fire Department's. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004 budget, upcoming events, meetings and drills in the Department.

Report from Operations
Report from Fred J. Sanchez, Deputy Chief, Operations, on greater alarm fires, temporary deactivation of units and EMS activities, including report by Glenn Ortiz-Schuldt, EMS Chief, on medical-related training, response times on medical-related calls, complaints received or generated concerning medical incidents or care at medical incidents, and continuing discussion of the EMS reconfiguration.

B. Fire Commission Resolution 05-3 *[Action]*

Submitting for adoption Resolution No. 05-3 accepting donation of $15,000 from Air Rescue Systems, Inc., to install and train San Francisco firefighters on a self-contained breathing replenishment system.

Action to be taken: Adoption of resolution

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

l A. Conroy, *President*
)hen A. Nakajo, *Vice President*
emarie Fernández-Pifer, *Commissioner*
n Clarke, *Commissioner*
)iglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-20

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 10, 2005 – 6:00 p.m.
698 Second Street, Room 102

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APR 25 2005

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke
Commissioner Douglas E. Goldman, M.D.

Joanne M. Hayes-White	Chief of Department
Fred J. Sanchez	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Alfred P. Quartaroli	Division of Homeland Security

Chief Officers – Firefighting Services:

Alson Lee	Division 2 (Acting)
Frank T. Cardinale	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of February 10, 2005 (amended), and Special Meetings of November 4, 2004, February 10, 2005 (4:30 p.m.), and February 17, 2005 (4:00 p.m.)

Commissioner Goldman moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes of the Regular Meeting of February 10, 2005, were approved as amended.

Commissioner Nakajo moved and Commissioner Clarke seconded.

The Minutes of the November 4, 2004 Special Meeting were approved as amended by Commissioner Goldman's following statement:

(1) The responses of John Brown, M.D. Emergency Medical Director, EMSEOS, to questions presented by Commissioner Goldman regarding the role of private providers in other communities and in conjunction with all the providers, as well as the quality of private providers locally, was not as fully covered in the Minutes as its importance merited.

(2) The extensive discussion with Chief Ortiz-Schuldt trying to define some remarks of Dr. Brown's regarding the status of the new group of hires and, in particular, what their status would be and whether there would be an avenue of advancement and employment in the Department was not fully captured.

(3) Commissioner Goldman had suggested that an independent consultant be hired to present three proposals, mentioned in the minutes, but had also recommended that to avoid any possible conflict of interest a different independent consultant should review the financial projections for the three different proposals before presenting them to the Commission.

Commissioner Nakajo moved and Commissioner Goldman seconded. There were no questions or discussion and the minutes of the Special Meeting of February 10, 2005 (4:30 p.m.) were approved as presented.

Commissioner Goldman moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes of the Special Meeting of February 17, 2005 (4:00 p.m.) were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

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Hernan E. Miras

Reporting the following PROBATIONARY appointment effective *FEBRUARY 16, 2005:*

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Jesusa S. Bushong (vice: Annual Salary Ordinance Authorized Position)

Reporting the following PROBATIONARY appointment effective *FEBRUARY 28, 2005:*

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Tania N. Fokin (vice: Robert Monroe, separated)

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William J. Kirkpatrick (vice: David Perez, resigned)

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Cause: While legally parked, EMS vehicle was struck by a civilian vehicle that left scene

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Cause: Driver inattention to responsibilities - Driver of Medic 38, assuming the apparatus door was open, backed into it; no spotters were posted

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Cause: While travelling on Van Ness, Medic 3 was struck by a vehicle which pulled out from an adjoining lane

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Cause: Driving skill deficiency - While making a right turn, Eng 19 struck a parked civilian vehicle

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Cause: Misjudged clearance - While backing up to make room for another apparatus at a fire, Eng 6 struck an illegally parked civilian vehicle; spotters were posted

BFP	04-5-120	2/8/2005	47	C	File

Cause: Driver inattention - While pulling out from a parking spot, BFP driver failed to yield right-of-way

Medic 8	04-5-121	2/8/2005	740	B	Bill

Cause: While stopped in traffic, Medic 8's mirror was struck by a passing van

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

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C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from February 17, 2005, through March 3, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, regarding the detailing of Suppression members to the ECD on a daily basis and, therefore, augmenting the ECD's budget while depleting the Fire Department's. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

Commissioner Nakajo moved and Commissioner Goldman seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004-05 budget, upcoming events, meetings and drills in the Department.

Joanne Hayes-White, Chief of Department, provided an update on the status of the current FY 2004-05 Budget. She stated that the Department was on target to achieve the $3.5 million reduction in this fiscal year. She provided some highlights of her SFStat presentation on March 7th to the Mayor who was pleased with the significant reduction in overtime for the reporting period (January). In addition, temporary modified duty was down to 21 individuals, lowest count ever, attributable to follow-up and a more streamlined process. Disability is also at an all-time low in the mid-50s at this time. Retirements stand at 49 to date and are projected at 60 at the end of this fiscal year. For FY 2005-06, the Department is projecting upwards of 90 to a 100 retirements.

Chief Hayes-White, referring to response times, declared that she is pleased with response times in North Beach, Chinatown and the Marina District, even with brown-outs in effect there. The Chief stated that of greater concern were the outlying areas, namely, Battalion 8 – Sunset, Battalion 9 – Ingleside, and Battalion 10 – Bayview Hunters Point, were responses were longer. She stated that over the past six months, the Department was slightly over the NFPA standard city-wide, which she attributed to brown-outs. In regard to EMS incidents, there are three standards: (1) first defibrillator on the scene, with the standard set at four and a half minutes, has been difficult to meet; (2) first ALS unit on the scene, with standard set at seven minutes, has been consistently met throughout the city; and (3) the first medic unit (transport) on the scene, with a standard of ten minutes, has not been met in Battalions 8, 9, and 10, due to geographic distances. Chief Hayes-White believed that with a dynamic deployment model response times should improve significantly.

Chief Hayes-White, referring to training, announced that a Rescue Systems I course had been developed with Homeland Security funding, and had commenced at Treasure Island, with 29 members attending. It is a specialized curriculum dealing with ropes, high angle rescue and ladder configurations and the Department's goal is to train all members who are permanently assigned to a Truck company as well as those members who have expressed interest in receiving further specialized training.

Chief Hayes-White announced that there will be a St. Patrick's Day Parade on Sunday, March 13th. She encouraged those present to join in. The Fire Department contingent will be assembling at on Second Street between Mission and Market Streets.

In closing, Chief Hayes-White acknowledged the presence of a colleague, namely John Brown, M.D., who has agreed to periodically attend Fire Commission meetings to

answer questions that relate to the pre-hospital delivery of medical care which the Fire Department provides and Emergency Medical Services Agency oversees.

Commissioner Goldman inquired about the status of the Commission's request to update the Rules and Regulations and, in particular, to rapidly update the Mandatory WDO (Work on Days Off) Procedure. Chief Hayes-White responded that the revision of the Rules and Regulations and the Procedure Guide is a Herculean effort that has been in process for the last four to five years. The Mandatory WDO procedure has not been finalized but a draft is under review. Commissioner Goldman asked for an estimated time when both documents would be completed. Chief Hayes-White responded that the Mandatory WDO procedure would be ready by April 1st and the Rules and Regulations process would require at least 18 months. Commissioner Goldman suggested that material should be presented quarterly to the Commission in sections for review in order to speed the process, with the most important first, that is, those Rules that were broken most frequently.

Commissioner Goldman, in referring to response times in the SFStat, suggested that explanations for discrepancies should in some way be appended to the report, possibly through footnotes. He referred specifically to the remarkable variations in response times in Battalion 3 and wondered about the reason. Chief Hayes-White responded that the brownouts are always a contributing factor but in Battalion 3's case, the units must respond and support the units at Treasure Island, which is a far greater distance to travel, especially during rush hour on the Bay Bridge. Commissioner Goldman stated that at some point in time, the Department must get a better understanding of why the standard is not being met and what should be implemented to meet the standard. Chief Hayes-White responded that she looks forward to a model in which the Department would have dynamically deployed units, which she believed would have a positive impact on achieving the standard. Furthermore, the Chief suggested that Commissioners submit a list to the Secretary, in advance of Commission Meetings, that would include information beyond what is presented to the Mayor through SFStat.

Commissioner Goldman identified some further statistical changes where explanations would be most helpful. He also understood the Chief's desire for dynamic deployment to resolve some response issues. He reiterated that he wished information to be able to understand where the Department's system is at this point in time and where resources are being used.

In closing, Chief Hayes-White reiterated that she wished to have direction from the Secretary as regards what specifically the Commission wished to see in future SFStat reports since it was more than was being presented to the Mayor.

REPORT FROM OPERATIONS

Fred Sanchez, Deputy Chief, Operations, informed the Commission that he had added more information to his report, including CAD (Computer Aided Dispatch) data. He started with the Greater Alarm Report, noting that there had been (1)$1.5 million property damage; (2) $152,000 content damage; and (3) zero exposure damage, indicating that the greater alarms were contained to the building of origin. There were civilian injuries from a natural gas explosion, minor firefighter injuries, and 66 civilians were displaced due to the fires being in high occupancy residences.

In regards to brown-outs, Chief Sanchez stated that he had asked Division Chiefs to report on all fires, so that the impact of the brown-outs could be better measured. He discussed individual fires, such as the Larkin Street third-alarm fire, which was a high occupancy residence. Engine 2, located at Broadway and Polk, was browned-out,

which caused some delay in getting water to the first engine company. Units responding from some distance away caused an obvious ripple effect in that part of the city. Fortunately, the Larkin Street fire was contained to the floor of origin. Another aspect that assisted in the containment of the fire is the Department's use of three safety officers, including Assistant Deputy Chief Siragusa, Director of Training.

Chief Sanchez provided a further example of the possible impact of brown-outs, when at the 778 Lakeview fire, due to first and second responding engines being on a medical call and returning from a call, respectively, Truck 15 was the next responding unit but no engine came to the scene for seven minutes and seven seconds. The Larkin and Lakeview fires occurred within a short period of each other and delays were created because of the amount of units needed to cover a third alarm, going to a modified assignment status, and the number of browned-out units.

Chief Hayes-White added that she would be interested to ask for an analysis whether the first and second responding engines were on medical calls or out of the area due to the third alarm and/or the brown-outs.

In closing, Chief Sanchez informed the Commission that the Department has been emphasizing vehicle operation rules, that is, slowing the speed of apparatus responding to calls. To this end, the Department's accident rate has declined and significant savings have been realized in the amount paid out for claims since Chief Hayes-White assumed office. The amount in claims for calendar year 2003 was $1.49 million, including $750,000 for an incident occurring in 1998, and for 2004 it dropped to $340,000.

Furthermore, Chief Sanchez noted that the significant changes have taken place in the Department related to safety of members on the fire ground. He wished to emphasize the Chief's, his and the Administration's appreciation for members being in full compliance regarding full turnouts. He added that it had been implemented in the past but full adherence only came with Chief Hayes-White's insistence. The other aspect that has brought about the change has been the diligence of Chief Siragusa in ensuring that drills take place and his efforts to make the drills innovative.

Discussion ensued with Commissioners asking questions and Chief Sanchez responding. Commissioner Conroy asked about the deployment of firefighters at the fire scene with one and two engines arriving.

Furthermore, Commissioner Conroy referred to a decision of the Commission at the February 24th meeting to transmit to the Board of Supervisors and the Mayor objective reports regarding the impact of brown-outs and asked Chief Sanchez to provide the summaries. Chief Sanchez confirmed that he would provide the reports with an executive summary.

Commissioner Nakajo expressed his appreciation for the level and quality of the reports being provided by Chief Hayes-White, Chief Sanchez and the rest of the command staff since he and the other Commissioners were greatly concerned by the effects of the brown-outs. Of greater concern to him were the number of projected retirements for this fiscal year and even the greater number for next year. Commissioner Nakajo was aware that the Department was already 30 to 35 members short and was concerned about backfilling and overtime. He was, also, aware that the new EMS configuration will need new members but he believed that there was also a need for more H2 Firefighters.

Commissioner Goldman asked about CAD dispatch sheet and the use of various terms, namely, which one indicates arrival on scene. Chief Sanchez explained the terminology

on the sheet.

EMS Report

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS, reported that during the month of February there was an average of 23 ALS engines deployed each day. This number is lower due to the switch-over to 31-day tour which caused disparities in the number of paramedics available each day. Regarding response time, he noted that there had been a significant improvement in all response times in Battalion 10.

Furthermore, ten IMS (Incident Management System) reports, formerly known as UOs (Unusual Occurrences), were open in February, with five being relatively minor incidents. Two were recognized as sentinel events, that is, they impacted patient care and they are under investigation; the other two were generated internally through staff audits. Eleven cases were closed in January.

In closing, Chief Ortiz-Schuldt stated that during January, the Division of Training conducted CPR and ACLS (Advanced Cardiac Life Support) training required for every paramedic. The amount of training hours was 4,402 - impressive by any standard.

Chief Ortiz-Schuldt acknowledged John Brown, M.D., Director, EMSA, and thanked him for agreeing to periodically attend Commission meetings at the invitation of the Department. President Conroy inquired if Dr. Brown wished to address the Commission.

Dr. Brown wished to address and provide some background on response intervals, which were earlier under discussion. In 2000, the EMS Directors Association of California provided a recommendation for EMS intervals for EMS service throughout the state: (1) five minutes total time to patient's side for a defibrillator, including dispatch time and response interval; (2) 10 minutes to patient's side of a paramedic or ALS unit; and 12 minutes to patient's side with a transportation unit. In San Francisco, due to separate dispatch and response agencies, all Code 3 calls have a two minute requirement for dispatch and four and a half minutes for responding agency for first defibrillator, seven minutes for first ALS unit and 10 minutes for transport unit. He pointed out that these times are for the 90th percentile measurements, that is, not averages nor a 100 %.

Dr. Brown pointed out that the above-mentioned response intervals are only for one component of the EMS response, that is, for life threatening emergencies, such as cardiac arrest or respiratory failure, and comprise only one to two percent of all calls. He believed that dynamic deployment will help lower response intervals in some areas, especially during peak periods.

Dr. Brown suggested that lowering response interval should be a multi-pronged approach. Work is underway to place defibrillators in the Unified School District and in mass gatherings to be used by trained people.

Commissioner Conroy wanted to know when the response interval actually starts. Dr. Brown responded that it begins with the first telephone ring at the dispatch center after the 911 call is placed and ends when the defibrillator is at the patient's side. Chief Hayes-White wished to know if the San Francisco standard was the most stringent in the state. Dr. Brown responded that it was and San Francisco, as compared to other urban areas, was doing very well.

Commissioner Fernandez-Pifer wished to know if the budget that she had requested numerous times was yet fully developed and, if so, when a copy would be available. Chief Massetani responded that the initial budget figures had been reviewed and

approved by the Controller. The preliminary budget is being finalized and should be completed in a week from this meeting. Commissioner Conroy intervened and requested that the budget be transmitted to the Commission for their review as soon as possible, as well as any other written material pertinent to the adoption of the EMS Reconfiguration.

Furthermore, Commissioner Fernandez-Pifer wished to know if the budget for the EMS Reconfiguration had been included as part of the submittal of the Department's budget. Chief Massetani responded that it had not been included because the new classifications had not been identified. He declared that should the Commission approve the Reconfiguration, the Department has estimated that there will be savings of approximately $2 to $3 million and hopes that these can be used for the target reductions. Chief Hayes-White reminded the Commission that even with the initial budget submitted on schedule for the first time in a number of years, negotiations will commence between now and June 1st when the Mayor's Budget must be submitted to the Board of Supervisors.

Commissioner Goldman asked Dr. Brown that he is still lacking information prior to the March 24th meeting that answer the questions he asked a number of times, namely: (1) what information does the Commission actually have to determine the necessary resources in the community; and (2) where do the resources get placed by the Department. Furthermore, he asked Dr. Brown if the other communities that are using different standards and time intervals, are including dispatch time. Dr. Brown responded in the affirmative noting that other agencies break it down differently according to the dispatch system they use. Further discussion ensued between Dr. Brown and Commissioner Goldman on establishing and measuring response times.

Commissioner Goldman, in referring to the lowered response times in Battalion 10, asked Chief Hayes-White if this was due to the concern expressed by the Commission. Chief Hayes-White responded that that had been a factor but that she had been concerned about this for a considerable time and it had come up at SFStat and the Mayor's Office had requested a review. The Department assigned the H1 ambulance units into that area; they had previously been downtown and had also covered Station 33's area when it was closed.

President Conroy thanked Dr. Brown for his attendance at the meeting and for his informative discussion.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. **Fire Commission Resolution 05-3** ***[Action]***

Submitted for adoption Resolution No. 05-3 accepting donation of $15,000 from Air Rescue Systems, Inc., to install and train San Francisco firefighters on a self-contained breathing replenishment system.

Commissioner Goldman moved and Commissioner Clarke seconded. There were no questions or discussion and Resolution No. 05-3 was adopted.

5. **PUBLIC COMMENT**

Shon Buford, introduced himself to the Commission as a new member of the Board of Directors, San Francisco Firefighters Local 798. He thanked the Commission for their hard work and looked forward to working with the Commission in the future.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:45 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
phen A. Nakajo, *Vice President*
mentine Clarke, *Commissioner*
emarie Fernandez, *Commissioner*
uglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05-3

WHEREAS, a self-contained breathing air replenishment system will provide a supply of pressurized breathing air through a permanently installed piping distribution system for the replenishment of portable breathing air equipment; and

WHEREAS, the Board of Supervisors passed an ordinance amending the San Francisco Fire Code to require self-contained breathing replenishment systems in new high rise buildings; and

WHEREAS, Rescue Air Systems, Inc. has offered to donate, install and train San Francisco Firefighters on a self-contained breathing replenishment system valued at $15,000; and

WHEREAS, once installed, the Department will be the only training facility in California that has an installed system;

WHEREAS, the Department can train other fire departments in the use of the system, and charge a fee for the training; now, therefore, be it

RESOLVED, that the San Francisco Fire Commission gratefully accepts the gift from Rescue Air systems, Inc.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 10, 2005

Ayes: Conroy, Nakajo, Fernandez-Pifer, Clarke, Goldman
Absent:

_____
Tania Bauer, Commission Secretary

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
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Tania Bauer, *Secretary*

05-21

FIRE COMMISSION REGULAR MEETING
Thursday – March 24, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

Item No.

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03-21 05A10:15 RCVD

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of February 24 and March 10, 2005.

3. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, or a member of the public, so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, February 12 through February 25, 2005, and February 26 through March 11, 2005.

Appointments
Reporting the following PERMANENT appointment effective *APRIL 10, 2004:*

H3 Firefighter/Paramedic

Guy M. Goodwin

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Reporting the following PERMANENT appointment effective *JULY 21, 2004:*

H3 Firefighter/Paramedic

Annette Hobrucker

Reporting the following PERMANENT appointment effective *FEBRUARY 3, 2005:*

7388 Utility Plumber

Jason E. Ochlan

Reporting the following PERMANENT appointment effective *DECEMBER 31, 2004:*

1942 Assistant Materials Coordinator

Dorothy L. Teupel

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Hillyard, Karl	H33 Captain, EMS	Ind. Dis,	Dec. 01, 2004
Winston, Nathaniel	H2 Firefighter	Service	Feb. 24, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Resignation
Reporting resignation of H3 Firefighter/Paramedic Dale C. Carnes, effective March 7, 2005. (Resigned with satisfactory services. Approximate length of service – 2-1/2 years.)

Leaves
Reporting leaves of absence with pay for the time period from August 2004 through August 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1222 Senior Payroll/Personnel Clerk	66
2	1446 Secretary II	24
9	H2 Firefighter	190
8	H3 Firefighter/Paramedic	228
1	H6 Investigator	52
3	H20 Lieutenant	138
1	H30 Captain	8
1	H33 Rescue Captain	22
1	H53 EMS Chief	7
	Total Number of Days with Pay	735

Reporting intermittent leaves with pay for the time period from August 2004 through April 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jan. 25, 2005 – Jan. 24, 2006
1	H2 Firefighter	Jan. 18, 2005 – Jan. 18, 2006
1	H2 Firefighter	Nov. 20, 2004 – Nov. 19, 2005
1	H2 Firefighter	Feb. 07, 2005 – Feb. 16, 2006

1	H2 Firefighter	May 13, 2005 – Jan. 17, 2006
1	H2 Firefighter	Jan. 01, 2005 – Jan. 01, 2006
1	H2 Firefighter	Mar. 06, 2005 – Dec. 29, 2005
1	H2 Firefighter	Jan. 20, 2005 – Jun. 20, 2005
1	H2 Firefighter	Jun. 02, 2005 – Mar. 12, 2006
1	H3 Firefighter/Paramedic	Apr. 24, 2005 – Jan. 29, 2006
1	H3 Firefighter/Paramedic	Apr. 04, 2005 – Apr. 04, 2006
1	H20 Lieutenant	Mar. 01,2005 – Mar. 01, 2006
1	H20 Lieutenant	Mar. 09, 2005 – Mar. 09, 2006
1	H30 Captain	Feb. 25, 2005 – Feb. 25, 2006
1	H30 Captain	Aug. 13, 2004 – Aug. 13, 2005
1	H40 Battalion Chief	Dec. 31, 2004 – Dec. 31, 2005

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Maj.	H2 FF	02-25-05 thru 02-26-05	2	US Army Res. San Diego, CA	Attend Annual Training
		02-28-05 thru 03-11-05	12	US Army Res. San Diego, CA	Attend Active Duty Training
Pampanin, Vincent Staff Sgt. E6	H2 FF	03-03-05 thru 03-13-05	11	US Army Res. Camp Parks, CA	Attend Active Duty Training

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from March 4, 2005, through March 17, 2005:

1. From Rachel and Stephanie Farac regarding their father, Stephen Farac, a San Francisco Firefighter, saving a family of four off the coast of Hawaii. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through B)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on recent and future training, and upcoming events.

B. Fire Commission Resolution 05-4 – EMS Reconfiguration *[Action]*

Submitting for adoption Resolution No. 05-4 approving the Chief of Department's Emergency Medical Services reconfiguration plan.

Action to be taken: Adoption of resolution

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

A. Conroy, *President*
hen A. Nakajo, *Vice President*
emarie Fernández-Pifer, *Commissioner*
n Clarke, *Commissioner*
glas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-21

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 24, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Clem Clarke (Excused 9.00 p.m.)
Commissioner Douglas E. Goldman, M.D.

Fred J. Sanchez	Acting Chief of Department
Joanne M. Hayes-White	Chief of Department (Arrived 6:20 p.m.)
Fred J. Sanchez	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services

Chief Officers – Staff:

James A. Barden	Operations Support

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
Aaron C. Stevenson	Division 3

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director
Michael Casner, M.D.	SFFD Assistant Medical Director
James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meetings of February 24 and March 10, 2005.

Commissioner Nakajo moved and Commissioner Clarke seconded.

Commissioner Goldman asked that the approval of Minutes of the March 10, 2005, Regular Meeting be tabled to the next meeting due to insufficient time to review them. Commissioner Fernandez-Pifer asked that the Minutes of the February 24, 2005, Regular meeting also be tabled to the next meeting.

Public Comment

John Darmanin wished to know why the Minutes of February 24, 2005, are being approved at this meeting 30 days later. He believed that the Sunshine Ordinance requires that they be made available sooner.

Consideration of approval of the Minutes of February 24 and March 10, 2005, was continued by President Conroy, without objection, to the next regularly scheduled meeting.

John Hanley, President, San Francisco Firefighters Local 798, referred to some disturbing allegations made about firefighters and asked if Public Comment could be taken out order so that one of those firefighters, who has a time constraint, could address the Commission. President Conroy opened general public comment for the purpose of permitting the member with a time constraint to provide public comment at the beginning of the meeting.

GENERAL PUBLIC COMMENT

Edwin Cummings stated that on March 15, 2005, 28 members of the Fire Department had filed a verified writ of mandate in Superior Court, and on March 17th the petitioners held a press conference to publicize these allegations. The petitioners state that the use of alcohol by on duty members is frequent, open and notorious and that it has contributed to accidents and has caused deaths and injuries to Department employees and civilians. Since he was driving Engine 42 when Firefighter Ohler was fatally injured, the petitioners' allegations implicate him in her death. Firefighter Cummings requested that the Commission investigate the allegations, hold the petitioners accountable and clear his name. *(Note: written Public Comment is attached to the Minutes)*

President Conroy suspended general public comment to the end of the agenda. President Conroy announced that one of the Commissioners, due to a commitment, had to leave the meeting between 8:30 and 9:00 p.m. and that the vote on the proposed resolution regarding the EMS Reconfiguration would need to be taken by 8:30 p.m. He, therefore, took Item 4.B. regarding the proposed resolution about the EMS Reconfiguration out of order, and asked that, in view of the time constraint, everybody be mindful as they make their comments and ask their questions of being to the point and reserving their questions for those most important matters of concern to them.

4.B. Fire Commission Resolution 05-4 – EMS Reconfiguration *[Action]*

Submitted for adoption Resolution No. 05-4 approving the Chief of Department's Emergency Medical Services reconfiguration plan.

Joanne Hayes-White, Chief of Department, provided an overview of the process. She noted that early in her administration it became apparent that there was a problem in EMS; there was unprecedented use of disability and sick pay, and unprecedented attrition rates in the paramedic ranks with an increase in call volume. The combination of these factors began jeopardizing the Department's ability to continue to provide high quality emergency medical services to the visitors and residents of San Francisco.

The Reconfiguration plan had been under discussion for some months and the Department believes it to be a workable, sustainable and fiscally responsible solution to the ongoing challenge of providing EMS. The plan before the Commission will take approximately 18 to 24 months to fully implement through a phased implementation with benchmarks set along the way. Chief Hayes-White considers it to be an investment in the Department's future and when it is fully in place it will provide a more cost effective service to the residents of and visitors to San Francisco. She informed the Commission that Chief Ortiz-Schuldt will provide a short slide presentation on the subject and Dr. Isaacs will have a closing statement.

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, wished to provide an overview of the process that resulted in the resolution that is presently before the Commission. He declared that the over-arching issue has been that given the current call volume 24-hour shifts for medic units are too exhausting. In addition, attrition rates among paramedics were eight times higher than other ranks in the Department and there was an increase in UOs (Unusual Occurrences). Triple dispatches became an operational issue.

Chief Ortiz-Schuldt stated that in trying to decide what the best configuration should be, the workgroup followed the Chief's instruction of selecting what was best for the City and not just for the Department. In regard to policy direction, the work group was definitively told to maintain a municipal ambulance service within the Fire Department.

The Department's proposed solution was primarily a dynamically deployed ambulance tier, that is, ten-hour ambulances using peak period staffing. In addition to that tier, the Department would have four static or fire station based ambulances, which would be on 24-hour shifts and have two paramedics.

Chief Ortiz-Schuldt offered the following benchmarks that the Department will monitor: (1) response times to ensure that there is no negative effect; (2) reduction of paramedic attrition rates; (3) use of DP and SP in the new ranks; (4) reduction of triple dispatches; and (5) reduction of UOs (Unusual Occurrences).

Furthermore, the Department anticipates fiscal benefits from the new configuration: (1) all revenue from the transport tier will be retained; (2) salaries for EMTs and paramedics will be consistent with the current market for single-function EMTs and paramedics; (3) start-up costs will be $419,000 and have been included in the existing budget; (4) savings of $1.2 million will be realized in FY 2005-06; and (5) savings of $2.4 million in FY 2006-07.

In closing, Chief Ortiz-Schuldt noted that the Department foresees the anticipated results to be the most efficient use of its resources. It maximizes productivity by shifting cross-trained personnel to appropriate units and allows for the use of medical professionals to provide service on ambulances. Furthermore, it provides the Department the opportunity: (1) to deploy all 42 engines in an efficient manner; (2) to maintain operational control of all EMS resources in the system except private sector; (3) to offer opportunities through the partnership with City College to offer careers as EMTs and paramedics; and (4) to enhance disaster response capabilities.

Marshal Isaacs, M.D., SFFD Medical Director, declared that the mark of an excellent EMS system is not perfection but the organization's ability and willingness to continually and critically evaluate the service it provides to the community and, if needed, take the steps to enhance its service. He noted that this has been the process that the

Department had undertaken over the past twelve months under Chief Hayes-White's leadership. Dr. Isaacs emphasized that this process had been open and as inclusive as possible.

Dr. Isaacs pointed out that the Department is seeking the Commission's approval to proceed with a reconfiguration plan that it believes to have the best chance in improving both public health and safety, and at the same time providing support to EMTs, paramedics and firefighters. He enumerated the unanimous support for the new configuration: (1) Dr. Michael Casner, SFFD Assistant Medical Director; (2) Dr. Carl Sporer, Medical Director of San Francisco's Emergency Communications Department and Director of San Mateo's EMS system; (3) Dr. John Brown, Medical Director for the entire San Francisco EMS system; (4) Dr. Mitch Katz, Director of Health, Department of Public Health; and (5) the Health Commission, which has Charter-mandated oversight responsibility for San Francisco's EMS system.

In closing, Dr. Isaacs asked for the Commission's support and reminded them that this was not a medical decision but an operational enhancement of the delivery system for out-of-hospital emergency care in San Francisco.

PUBLIC COMMENT

Natalie Hernadez, representing Los Bomberos, stated that they were in support of the reconfiguration plan and against privatization of the ambulance service. She believed that the paramedics were overworked, having worked the long hours herself on an ambulance as an EMT.

John Hanley, President, San Francicso Firefighters, Local 798, had a number of questions regarding the reconfiguration: (1) were not revenues already realized from the ambulances; (2) where would the $400,000 in start-up costs for the current fiscal year come from and what would happen if costs exceeded that amount; was there a thorough analysis done regarding disability of paramedics, including private and pre-merger paramedics; (3) which retirement benefits will the new classifications be eligible for. President Conroy responded that Mr. Hanley's questions will be incorporated in the discussion to follow.

Larry Bradshaw, representing Local 790 H1 paramedics, spoke in support of the plan and wished to contrast the new configuration plan with the plan for the EMS merger, noting that the new plan responds to reality. He remarked on the loss of many paramedics under the 24-hour ambulance shifts and noted that he had raised the question of 24-hour shifts in pre-merger discussions but was told that the item was not negotiable. Mr. Bradshaw strongly recommended that the new EMS employees be brought into the Department as uniformed members, otherwise they will be second class citizens.

Kaan Chin, Fire Inspector, and speaking on behalf of the Asian community, had observed many times when an ambulance pulled up that there was a lack of anyone being able to communicate in Chinese with the patients or their relations.

Bettrietta Dahlstrom, Firefighter, member of United Fire Service Women (UFSW) Steering Committee, voiced the major concern of her organization regarding the reconfiguration that there is a significant disparity in the benefit package of the new hires. She assumed that the new members will be working often alongside Department members with a similar risk of death and injury, but will not receive the public safety pension. Furthermore, UFSW was concerned that there had been little or no outreach and recruitment, and that there was no plan in place to insure long-term recruitment of a

talented diverse pool of future employees.

Todd Kessinger, M.D., President, San Francisco Emergency Medical Physicians Association (SFEPA), opposed the EMS reconfiguration. Members of his organization recognize and support a need for a reconfiguration but reject the current plan being considered for the following reasons: (1) no public process for selecting an optimal model for reconfiguration; (2) the planned configuration does not specifically address improved oversight of QI (Quality Improvement) and accountability for EMS oversight; and (3) a vast increase of deployed resources with an incomplete understanding of the supply side. He asked that the Commission table the Resolution until an independent consultant can review various models and make a recommendation which can be explored in a public venue.

Jonathan Frank, H1 Paramedic, supported the move away from 24-hour shifts for paramedics but was concerned that the new hires would be civilians. He believed that these new hires should be uniformed since they would be working shoulder to shoulder with uniformed members and under the same authority.

Kinnie Jamerson, Firefighter, referred to the merger and stated that at that time the rank and file were told that it would bring in funds and would end fiscal problems for the Department. He believed that there were no checks and balances in place at that time and wondered if they are in place now so that the same thing does not occur in six or seven years.

Terry Fitzsimmons, Firefighter/Paramedic, was in support of the new plan since it marries the best aspects of the dynamically deployed ambulances and the fast response of an ALS engine. He hoped that the new plan would go into effect soon since many paramedics are burned-out and many are looking elsewhere.

Chris Vaughn, Paramedic Captain, Bay Area county, wished to assure the Commission that there are hundreds of paramedics in the Bay Area, well qualified and experienced, that do not want to be firefighters and would jump at the opportunity to work in the City.

Kevin Smith, President, San Francisco Black Firefighters Association, declared that his organization did not support the reconfiguration and believed it to be an ill conceived plan with a negative impact in the long run. Any time when people are doing like work and not receiving like pay, it will become problematic and they will sue. He suggested that the Commission reconsider this particular reconfiguration and try to seek a better alternative.

Joel Sato, President, Asian Firefighters Association, stated that his organization supports the basic plan. He voiced the support of his organization for bilingual skills and suggested that they be included as secondary criteria for any new classification of employees.

James Green, Firefighter/Paramedic, supported the plan. He agreed with previous speakers regarding concern over the like work like pay issue but noted that the only other alternative is privatization. Mr. Green stated that the plan was eminently doable, especially under Chief Ortiz-Schuldt's leadership, and hoped it would move forward.

James Spaelti, Firefighter/Paramedic, supports the plan and believed it to be well thought out. He related how difficult 24-hour shifts were for paramedics and encouraged a timely implementation.

Shon Buford, Director, Local 798, he stated that it was time to move on with a plan but

believed that the one under consideration was more of an idea than a plan and needed further development.

John Darmanin, Fire Inspector, stated that his biggest fear was if the Department was capable of delivering the services as stated in the new plan. His other concern was the labor issue and whether the new hires would be treated as second-class employees as civilian fire inspectors had been. Mr. Darmanin asked that the Commission consider this issue and the options that could reduce this risk.

COMMISSIONERS' COMMENT
President Conroy stated that he had requested and received input prior to preparing the Resolution. He felt positive about the reconfiguration even though some people had concerns. He pointed out that in the Resolution there is reference to the fact that the Chief would be providing regular reports and that the Commission would have the right to make adjustments along the way. He asked Chief Hayes-White to comment on this.

Chief Hayes-White stated that the plan has a phased implementation with milestones along the way which would be closely monitored by the Department. Reporting can be monthly or quarterly over progress of an 18 to 24 month period.

Commissioner Conroy referred to an issue previously raised that dynamically deployed ambulances would be more efficient and that less ambulances would be needed to meet the same response times and level of service. He wished the Chief to comment on this.

Chief Hayes-White responded that with each class that the Department hires there will be changeover of three to four ambulance units. Again, these will be monitored every step of the way to see how dynamic deployment has affected overall response patterns and response times.

Commissioner Conroy also wished clarification on whether the process had been public.

Chief Hayes-White responded that shortly after taking office in January of 2004, a reconfiguration of EMS became her priority. Internal discussions started in March of 2004 and then, starting in May of 2004, the Department engaged a great number of stakeholders in public forums held at the Division of Training. She added that there had been 14 public meetings over this period of time.

Commissioner Clarke wished to know if the reconfiguration will have a positive or negative impact on the Department in regards to diversity.

Chief Hayes-White responded that a few years ago, the Department needed paramedics and hired approximately 150 lateral paramedics, of which only one was female. It was not a diverse group that was hired, but with this reconfiguration the Department plans to do aggressive outreach to hire members that reflect the community both in the EMT and Paramedic classifications. In addition, the Department would like to count on the employee organizations to assist by recruiting in the community.

Commissioner Clarke stated that she wished to see a copy of the community outreach plan and she would also like to observe the outreach effort over the next few months as the Department goes forward. She added that she had reviewed the documents presented and noticed that the Health Commission had approved the Reconfiguration in October of 2004, and that it was now time to move forward.

Commissioner Fernandez-Pifer had a number of questions. The first one concerned the new EMT and Paramedic classifications and their respective salaries. She wished to

know if the salaries on the salary schedule were for non-uniformed civilians and at what step they were calculated.

Chief Ortiz-Schuldt affirmed that they were for non-uniformed civilian positions which had been developed in conjunction with the Department of Human Resources (DHR) and were based on the current rate of EMTs and paramedics in this area.

Commissioner Fernandez-Pifer wished to know the reason why step two was used for EMTs and step three for paramedics.

Julia Dawson, Chief Financial Officer, responded that the way current City classifications work is that if an applicant can prove loss of compensation from the job they are holding to accept a City job they become eligible for an above first step entrance salary. The Department hoped to find some experienced individuals who are currently EMTs and paramedics would be interested in the positions. Entry-level positions, such as a recruit from City College's certified EMT program, would be at step one.

Commissioner Fernandez-Pifer, referring to previous public comment regarding disparity in salaries and benefits between civilian and uniformed personnel, and wished to know how the Department could justify paying a lower rate and providing less benefits to individuals who are doing essentially the same kind of work.

Chief Hayes-White responded that the essential difference between the proposed classifications is that it is for a single function paramedic versus an H3 Firefighter/ Paramedic who is cross-trained to work on fire apparatus and also utilize their paramedic skills.

Commissioner Fernandez-Pifer wished to know if there had been any discussion with any unions regarding the appropriateness of the rates of pay and non-uniformed status for these incoming groups.

Chief Ortiz-Schuldt responded that there had not been discussions with either of the unions. The Department and the City, based on the recommendations of DHR, has placed the positions in an unrepresented category because both 798 and 790 are seeking to represent this class. The City will move forward with a competitive salary and benefit package. Once hired and 75% of the constituent class is filled, they vote on which union they would like to represent them.

Commissioner Fernandez-Pifer wished to know once this occurs what is to prevent the Department from being enmeshed in like-work like-pay litigation, since there had been similar incidents in the past when a non-uniformed civilian workforce was hired to do jobs akin to the uniformed workforce.

Chief Hayes-White responded that there were clear distinctions between the two new classes being proposed. The Department worked closely with DHR and the City Attorney's Office has been involved in the review as an expert party to DHR in reviewing the job descriptions.

Commissioner Goldman wished to know what would prevent a negotiated salary, once the 75% threshold was reached.

Chief Hayes-White responded that the salaries have been through a careful review and are fixed. The salary issue was set after salary surveys were conducted and is at fair market rate reflecting an industry standard throughout the area. She explained that the salary issue is independent of the representation issue. Ms. Dawson added that unions

negotiate only on a contract calendar basis, and once the group was represented it would be part of citywide negotiations. She pointed out that this would occur at the 75% threshold and that may not coincide with when the contract was open. Most city contracts are closed right now, and many will remain so until the end of the next fiscal year.

Commissioner Fernandez-Pifer wished clarification of the diversity issue and the concern about a second tier or second-class citizens.

Chief Ortiz-Schuldt responded that the rates of pay and the benefits associated with the new classifications have never existed before for EMTs. There have been similar qualifications for paramedics. He explained that the salaries that the Department is proposing are more than competitive with the local marketplace. The issue is the benefits package whether they are uniformed or non-uniformed positions and the direction the Department received was that they were to be civilian positions. He noted that there was one important distinction between these positions and those of the 2532 paramedics that came into the Department at the time of the merger. The new classifications have been recognized as having inherent dangers in responding and providing medical care and the City has decided to offer, as part of the package, 4850 Protection rather than Workers' Compensation. This would mean that, if injured, the paramedics would be eligible to receive their full salary for one year. In respect to diversity, Chief Ortiz-Schuldt recalled that when the Department recruited lateral H3 Paramedics, it found that the available pool across the country consisted 96 to 97% of white males. He offered Alameda County as an example for EMTs, that is, not firefighter/paramedics or firefighter/EMTs. The EMTs in Alameda County are about 40% female, 20% African American and 17% Latin American. Chief Ortiz-Schuldt believed that the Department can achieve such a workforce reflective of the City with outreach and recruitment.

Commissioner Fernandez-Pifer asked about facilities, a non-labor line item in the amount of $150,000. She wished to know what the facility was and why it cost that amount.

Gary Massetani, Deputy Chief, Administration, explained that the facility was at 1415 Evans Street and the $150,000 was an estimate for renovation work. Chief Ortiz-Schuldt added that this facility had been selected, after a site survey of different facilities in the Department, because it lent itself to be the most efficient for a number of reasons: (1) it had recently undergone renovation; (2) it is the site for supply reception for the Department; (3) it is the home of the H1 ambulances and is set up to equip and deploy dynamic ambulances; (3) it is a five minute drive from San Francisco General Hospital, where about 45% of all patients are transported; (4) it is accessible to freeways; and (5) it is large and has on-site parking.

Commissioner Fernandez-Pifer wished to know what is allocated in the budget for tracking dynamically deployed ambulances.

Chief Ortiz-Schuldt responded that under non-labor costs is the GPS unit, Global Positioning System units, at $2,200 per unit to 30 ambulances, for a total of $66,000. This function already exists in CAD (Computer Aided Dispatch) and with some upgrading to the equipment, the ambulance units will be assimilated into the existing tracking system.

Commissioner Fernandez-Pifer wished clarification on retirement projections, since they seemed to be only for H2s, and, furthermore, that there could be a shortage of H2s.

Ms. Dawson responded that retirement projections were based only on H2s and when they retire, H2s will not be hired but the Department will redeploy existing H2s and H3s that are currently serving on ambulances. Chief Hayes-White added that the plan is based on the retirement of H2s, with currently assigned H2s and H3s reassigned to engines and trucks, and through a phased approach the Department will hire in the two new classifications to fill the dynamically deployed medic units. She was also concerned about a shortage of H2s but there is a valid H2 eligible list and the Department plans to hire approximately 24 members off that list into the 110th class to ensure appropriate staffing in July and August.

President Conroy asked Commissioner Fernandez-Pifer to please wrap up her questions.

Commissioner Fernandez-Pifer believed that she had seen a report that showed the Department overstaffed.

Chief Hayes-White assured Commissioner Fernandez-Pifer that the Department was not over staffed. Ms. Dawson added that currently the Department has a number of vacancies that are not filled.

Commissioner Fernandez-Pifer pointed out that during a fiscal crisis, such as the City was in, the alternative to not hiring was taking away unfilled positions, and on what was the Department basing the cost savings assumptions.

Ms. Dawson responded that the assumptions are based on projections of how many people are currently eligible for retirement and who are likely to leave the Department between July and the following June. The Department has reviewed retirement data for the past five years and analyzed eligibility within the current ranks to develop the cost saving assumptions. In reference to the fiscal crisis and unfilled positions, Ms. Dawson stated that the Mayor's Office has reviewed this material and is very supportive of this plan.

President Conroy suggested for the discussion to move on since it was argumentative. Commissioner Fernandez-Pifer stated that she was not arguing but was asking for clarifications on how all these assumptions were or were not going to impact the overall budget and she was not getting a firm answer.

President Conroy wished to make a motion, noting that there still will be time for further discussion. He moved that the Commission adopt Resolution 05-4. Commissioner Nakajo seconded. President Conroy asked if there was further discussion or questions from any of the Commissioners.

Commissioner Goldman was pleased to see so many members of the public at this meeting. He proceeded to review his credentials, noting that he was en emergency physician by training, was board certified and had been in practice in the city. He added that he had also served for a short interim period as the EMS Agency Medical Director. Furthermore, he was an active and long standing member of the Emergency Physicians' Organization, as well as member of its executive committee. He asked the Chief what she perceived to be the role of receiving hospitals in the system.

Chief Hayes-White responded that she would not attempt an answer to that question. She considered herself to be a subject matter expert on what the Fire Department's role is in interacting with receiving hospitals. She added that the Fire Department is charged with providing pre-hospital emergency medical services to the public. It was the Department's responsibility to connect with the Emergency Department staff in the nine receiving hospitals to accomplish an as seamless as possible transfer of the patient from

the Department's care to the receiving hospital.

Commissioner Goldman stated that the concept of continuity of care is an important one in EMS and in medicine. For the EMS system, the next point of continuity is the receiving hospital and, in his understanding of the EMS system, a very critical component. He wished to ask a few questions of John Brown, M.D., Medical Director, EMS Agency, Department of Public Health. Commissioner Goldman asked Dr. Brown if he recalled a report issued by his office that had a fair amount of criticism of the Fire Department and which centered on quality assurance and the whole QI (Quality Improvement) program. He was interested if an update to this report had been issued.

Dr. Brown responded that he actually had the materials available for the Commission and had the Secretary distribute them. He pointed out on the report a number of quality improvement issues that were being addressed and their respective status. Dr. Brown declared that there has been excellent progress. The first version of the quality improvement plan for the Fire Department has been submitted and the first report is due at the end of the month. Quality improvement issues have been identified and work is proceeding toward resolution. In addition, Dr. Brown submitted the milestones that had been requested by Commissioner Goldman regarding the status of the full implementation of the data collection and analysis. Dr. Brown explained his agency is working with Captain Dave Anderson of the Fire Department and they are at the point of integrating CAD data to which they now have direct access. He pointed out that the CAD data is computer-aided dispatch from ECD and it has great implications for quality improvement and review in the Fire Department since response intervals are generated from the beginning as well as dispatch codes.

Commissioner Goldman recalled a point of concern in Dr. Brown's report regarding the Patient Care Reports (PCR) and that medics were not exerting any effort to fill them out properly. He believed that this should be of grave concern in trying to evaluate the quality improvement assurance in the system. Commissioner Goldman, referring to the previously mentioned concerns, asked Dr. Brown how confident he was in the data that was utilized to put together the plan under consideration and whether it is of high quality and not subject to weaknesses, surprises and discoveries later.

Dr. Brown responded that to give the Commission perspective on the matter, in June of 2004 there were approximately 60 unusual occurrences, which are used to track quality problems in a system, which were past due with 50 of those from the Fire Department. Currently, due to the restructuring in the QI section of EMS in the Fire Department, there are zero overdue. All timelines are being followed to get the material to the EMS Agency, where it will be decide whether to launch a separate investigation and potentially take disciplinary action against individual EMTs and paramedics. Dr. Brown stated that this has been an incredible improvement in a rather short period of time to have been able to make organizational, personnel and structural process changes.

Commissioner Goldman declared that he was particularly interested in the quality of data that relates to resources, needs and positioning, that is, the type of data that plays a critical role in this plan.

Dr. Brown responded that, as an example, four or five years ago, he, Dr. Isaacs and the epidemiologist undertook a review of the data in terms of compliance with critical data points in the charting that paramedics were doing. At that time the compliance rate varied from a high of 80% to as low as 20%. Recently, Dr. Brown and Captain Anderson undertook a review of patients declining transport, which hold a high medical risk. When the review was initiated, the number of charts compliant with critical data elements was in the 70 to 80% range. After retraining, another review of the data was done and

compliance is in the high 80s, and monitoring is continuing. This is an example of the quality of data getting better and better. The goal is 95% or better, but the Fire Department is not there yet but they are in the process of getting there and have made tremendous progress in a short time.

President Conroy gave Commissioner Goldman fair warning that he may have only ten more minutes remaining for questioning before the Commission will need to vote since they will be losing their full panel.

Commissioner Goldman stated that he found this to be most unfortunate since he had some very important questions that he as a member of the public wished to ask.

President Conroy agreed to the importance of the questions and noted that the Commission has been dealing with these issues for approximately ten months, and that he only wanted Commissioner Goldman to be aware of the time element so he could select his questions.

Commissioner Fernandez-Pifer objected and stated that if Commissioner Goldman needed 30 minutes or an hour, he should be granted it. She suggested that tabling the vote or the discussion to another time or another meeting was the most appropriate way of handling this matter, so that all the questions that Commissioners have or members of the public are allowed to be heard and answered before a vote is taken.

Commissioner Goldman stated that he appreciated the effort, the training and educational process but it did not respond to what he was looking for, which is the positioning of resources, the number of resources, how they are being utilized at different times of day and whether they are properly staffed, properly positioned, whether there are too few or too many.

Dr. Brown responded that the data was being analyzed by the Fire Department and himself with other data coming from other members of the system, such as the private providers and the National Park Service. The primary data is from CAD but there are other individual data points, such as samples from pre-hospital records and data from the base hospital and receiving hospitals. He noted that there are multiple sources of data that can be utilized to consider other questions beyond quality improvement, such as the deployment of resources effect on response intervals. Dr. Brown pointed out that this data currently exists and is being analyzed on a regular basis.

Commissioner Goldman asked Dr. Brown if he was familiar with system status management by the Fire Department. Dr. Brown deferred to the Department. Chief Ortiz-Schuldt stated that system status management comes in two parts, with the Department only utilizing one part and not the dynamic deployment part. The piece being used is the required resources to meet the Department's call volume. In the course of the work group's efforts, CAD data was examined in a number of different ways: calls per hour, units of service per hour and per day of the week. Standard system status principles were applied to this data to determine the number of resources based on the call volume and other system status indices.

Commissioner Goldman stated that from the time he joined the Commission he has asked many times about this subject and it is unfortunate that despite his asking about this, and in particular a software program that has been suggested that could resolve this, he has never received a full explanation as to what methodology was being used and has never received a scientific explanation of how that produces reliable data. He continues to speak to this issue because he did not understand how the Department can propose a major change in organization when the Department does not have a clear

scientific method by which it can understand more fully its resource needs and requirements. He compared the amount of resources in the final days of the Paramedic Division with 12 dynamically deployed ambulances to the proposed configuration of 42 fixed assets and an addition of 18, bringing the total to60 being used at peak periods. He noted that it was five times the previous resources and did not understand how there was such an abundance of equipment available during the current fiscal crisis in the city.

Chief Hayes-White responded that it was a complete misstatement to say that 12 dynamically deployed ambulances in the Department of Public Health was an adequate resource for the City and County of San Francisco. That was one of the primary reasons why the merger occurred. She assured the Commission that the Department will make the best use of its resources. From a fire safety perspective, the City is a very dangerous place to fight fires due to houses built pre-1955, wood frame buildings and zero lot line separation. She believes that every one of the 42 engines is needed, but wants to make the best resources available to the public by adding value, that is, by adding a paramedic to each of these important apparatus'. Chief Hayes-White declared that she is not willing to compromise on the reduction of fire engines and trucks, even though she has somewhat compromised on the brown-outs given the budget situation.

Commissioner Goldman referred to an item in the budget, namely, upgrading BLS engines to ALS as an annual cost of $65,000.

Chief Ortiz-Schuldt responded that it was the additional cost of replacing a firefighter with a firefighter/paramedic on an ALS engine.

Commissioner Goldman noted that as he reviewed the budget he had not seen the cost for recruiting.

President Conroy interjected at this point that once the response was given, he would call for the question.

Ms. Dawson replied that in the first year the Department proposes to pay the Department of Human Resources for help with recruitment of and the examination process for the new classifications. The Department also has an HR and examination Division which has been and will continue to work on this process.

President Conroy asked for a motion. Commissioner Nakajo moved to adopt the Resolution and call for the question. Commissioner Clarke seconded.

Commissioner Goldman wished to know if there was discussion on the motion. President Conroy responded that there was no discussion on a motion to end debate under Robert's *Rules of Order*, which were being followed tonight.

Commissioner Fernandez-Pifer declared that this was not a debate but a public discussion and believed it to be part of the public process that the Commission is required to follow under the Sunshine Ordinance and the Brown Act. She believed that discussion was not complete and with many questions still outstanding. Furthermore, to cut off a Commissioner in the midst of his questions served no public purpose unless the vote was a foregone conclusion.

President Conroy explained that there is a motion on the table to end debate, following that there will be vote on the Resolution.

Commissioner Fernandez-Pifer kept objecting that it was not a debate but legitimate questions regarding a process to be undertaken by the Department. President Conroy ruled her out of order.

Commissioner Goldman asked for the opinion of the City Attorney. Margaret Baumgartner, Deputy City Attorney responded that either the President can call for the question or the Commission can vote to call for the question.

President Conroy asked for all those in favor of ending debate and calling for the vote on the motion to adopt the resolution. Commissioners Conroy, Nakajo and Clarke were in favor. President Conroy asked for those opposed. Commissioners Fernandez-Pifer and Goldman were opposed. The motion passed by a vote of three to two.

At 8:50 p.m., President Conroy asked for those in favor of adopting Resolution 05-4. Commissioners Conroy, Nakajo and Clarke were in favor. President Conroy asked for those opposed. Commissioners Fernandez-Pifer and Goldman were opposed. The motion to adopt Resolution 05-4 passed by a vote of three to two.

(Note: Resolution 05-4 is attached)

Commissioner Fernandez-Pifer was opposed and wished to state for the record the reason. She stated that there had not been adequate discussion nor have there been adequate responses to the concerns that have been raised not only by herself and Commissioner Goldman but also by 790, 798, various employee organizations and individual paramedics. As far as she was concerned, the budget was without adequate support and items were still excluded that she had asked for repeatedly. She believed that the City and County of San Francisco and its residents deserve more than calling for the question and forcing a vote when discussion has not been completed and concerns have not been addressed.

Commissioner Goldman was opposed and wished to comment for the record. He stated that he had never seen debate cut off on such a pithy item. This lends great credence to his concern and that of the emergency physicians and receiving hospital community's that there has not been a public part to this process. Information presented in the binder is based on conjecture with little science evident. The configuration presented seemed to have many changes from the previous versions. Most importantly, there has not been an effort on the part of this Department to reach out to public stakeholders. Commissioner Goldman wished to make clear to all paramedics that he supports ten hour shifts and believes it to be an important change, but a system should not be defined by one issue. An independent process was called for the best solution. He saw no effort to include the Emergency Physicians Association or the Hospital Council in the process. He was very disappointed.

Commissioner Nakajo wished to thank everyone including the members in the audience for their comment and for staying through the evening. He noted that Chief Ortiz-Schultz's slide presentation pinpointed the reasons why he supported the Resolution. There were many mentions of second class citizens but he hoped that both 798 and 790 will embrace the new members, take them in and look out for them. Commissioner Nakajo appreciated all the work that had gone into this effort by the Chief and her staff. He believed it was the role of the Commission to provide policy and oversight and not micromanagement. He thought that the Department had enough skill and ability to implement this plan while providing the best service to the citizens of San Francisco.

President Conroy was in complete agreement with Commissioner Nakajo's comment. He also wished to thank the members and the members of the public who came tonight to provide public comment, and share with the Commission the concerns and also support. He stated that the process has only started and will be on-going, with the Resolution specifically referring to this. He believed that the Department will be able to

deal with budgetary issues, provide the best care to the people of San Francisco and insure that all members of the Department, whether uniformed or civilian, are treated with respect and as members of the Department. President Conroy thanked the Chief and her staff who worked so hard on presenting the Commission with a multitude of items of information, starting in May of 2004. He noted that there have been many meetings in which this topic was discussed and a meeting where it was the sole topic. He understood some of the concerns raised by his fellow Commissioners and agreed that there were still questions to be asked. The Commission is starting the Department out in a new direction and will continue to work with the Department to ensure that the job is done right.

(Note: A copy of Chief Ortiz-Schuldt's presentation is attached)

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

John Darmanin wished to remove Item 3.A. Monthly Reports on Personnel Matters – Resignations taken off the Consent Calendar and discussed as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, February 12 through February 25, 2005, and February 26 through March 11, 2005.

Appointments
Reporting the following PERMANENT appointment effective *APRIL 10, 2004:*

H3 Firefighter/Paramedic

Guy M. Goodwin

Reporting the following PERMANENT appointment effective *JULY 21, 2004:*

H3 Firefighter/Paramedic

Annette Hobrucker

Reporting the following PERMANENT appointment effective *FEBRUARY 3, 2005:*

7388 Utility Plumber

Jason E. Ochlan

Reporting the following PERMANENT appointment effective *DECEMBER 31, 2004:*

1942 Assistant Materials Coordinator

Dorothy L. Teupel

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Hillyard, Karl	H33 Captain, EMS	Ind. Dis,	Dec. 01, 2004
Winston, Nathaniel	H2 Firefighter	Service	Feb. 24, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Resignation (Removed from Consent Calendar)
Reporting resignation of H3 Firefighter/Paramedic Dale C. Carnes, effective March 7, 2005. (Resigned with satisfactory services. Approximate length of service – 2-1/2 years.)

Leaves
Reporting leaves of absence with pay for the time period from August 2004 through August 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1222 Senior Payroll/Personnel Clerk	66
2	1446 Secretary II	24
9	H2 Firefighter	190
8	H3 Firefighter/Paramedic	228
1	H6 Investigator	52
3	H20 Lieutenant	138
1	H30 Captain	8
1	H33 Rescue Captain	22
1	H53 EMS Chief	7
	Total Number of Days with Pay	735

Reporting intermittent leaves with pay for the time period from August 2004 through April 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jan. 25, 2005 – Jan. 24, 2006
1	H2 Firefighter	Jan. 18, 2005 – Jan. 18, 2006
1	H2 Firefighter	Nov. 20, 2004 – Nov. 19, 2005
1	H2 Firefighter	Feb. 07, 2005 – Feb. 16, 2006
1	H2 Firefighter	May 13, 2005 – Jan. 17, 2006
1	H2 Firefighter	Jan. 01, 2005 – Jan. 01, 2006
1	H2 Firefighter	Mar. 06, 2005 – Dec. 29, 2005
1	H2 Firefighter	Jan. 20, 2005 – Jun. 20, 2005
1	H2 Firefighter	Jun. 02, 2005 – Mar. 12, 2006
1	H3 Firefighter/Paramedic	Apr. 24, 2005 – Jan. 29, 2006
1	H3 Firefighter/Paramedic	Apr. 04, 2005 – Apr. 04, 2006
1	H20 Lieutenant	Mar. 01,2005 – Mar. 01, 2006
1	H20 Lieutenant	Mar. 09, 2005 – Mar. 09, 2006
1	H30 Captain	Feb. 25, 2005 – Feb. 25, 2006
1	H30 Captain	Aug. 13, 2004 – Aug. 13, 2005
1	H40 Battalion Chief	Dec. 31, 2004 – Dec. 31, 2005

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Maj.	H2 FF	02-25-05 thru 02-26-05	2	US Army Res. San Diego, CA	Attend Annual Training
		02-28-05 thru 03-11-05	12	US Army Res. San Diego, CA	Attend Active Duty Training
Pampanin, Vincent Staff Sgt. E6	H2 FF	03-03-05 thru 03-13-05	11	US Army Res. Camp Parks, CA	Attend Active Duty Training

Public Comment

John Darmanin wished to comment on Resignations and Retirements. He was aware that exit interviews had been conducted under the previous EMS leadership for the specific reason of why they were leaving. Mr. Darmanin suggested that exit interviews be conducted with retirees to get their valuable input since they could speak freely without a negative effect on their careers. He wished to know if exit interviews were still conducted for resignations.

Commissioner Goldman asked Chief Hayes-White what the current status was on exit interviews. Chief Hayes-White responded that exit interviews are conducted either by the Fire Service Exam Unit or by the Deputy Chief of Operations. Regarding the H3 Firefighter/Paramedic resignations, exit interviews were conducted on all of them.

Commissioner Nakajo moved and Commissioner Conroy seconded. There were no further questions or discussion and Item 3.A. was approved.

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from March 4, 2005, through March 17, 2005:

1. From Rachel and Stephanie Farac regarding their father, Stephen Farac, a San Francisco Firefighter, saving a family of four off the coast of Hawaii. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Commissioner Nakajo moved and Commissioner Conroy seconded. There were no further questions or discussion and Item 3.B. was approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on recent and future training, and upcoming events.

Joanne Hayes-White, Chief of Department, informed the Commission that the Department is scheduled to report before the Budget Commission on April 14, 2005, at 1:00 PM. She will be providing the report assisted by the Deputy Chief of Administration and the Chief Financial Officer. Chief Hayes-White explained that the Budget Committee usually was a three member committee whose seated members are

Supervisors Elsbernd, Daly, and Ammiano. As of March 1st, Supervisors Ma and McGoldrick were added.

Chief Hayes-White noted that there had been a working fire earlier this week at 1475 Vallejo with a fire fatality. It was a Type 5, four-story building and the crews found an elderly woman under the debris that they were unable to resuscitate. There were four engine companies browned out but this had no impact on this particular incident. Response times were well within range and the crews fought aggressively to keep the fire contained to that one room in a multiple-unit building.

As previously indicated, Chief Hayes-White intends to move forward with the hiring of the 110th class. Approximately 24 members will be hired with a start date in May.

In regards to upcoming events, the Chief invited everyone to gather at Lotta's Fountain at 5:03 AM to commemorate the 99th anniversary of the 1906 Earthquake.

Chief Hayes-White announced that there will be a NERT drill on April 23rd with more details provided as the date comes closer. She referred to Commissioner Goldman's remark about not being able to have a defibrillator on every corner, but the Department is trying to make them available in as many places as possible. Every Engine, Truck and ambulance carries one, since early intervention in cardiac arrest can greatly increase the chance of survival. Over twenty entities have adopted the PAD (Public Access Defibrillation) program. Early participants include the Airport and the War Memorial, and the Department is working with MUNI, the Unified School District and the Port.

In closing, Chief Hayes-White wished to discuss the media attention the Department received last week. She had been traveling and upon her return she was notified that some members of the Department and some members of the public had filed a writ related to their concerns about ongoing allegations of drug and alcohol use in the fire stations. She wished to assure the Commission that she is personally working with the City Attorney's Office on how to respond to the writ. Chief Hayes-White declared that she takes this matter very seriously and will keep the Commission informed as to how the process unfolds.

Commissioner Goldman wished to know why it is taking so long to implement the drug abuse policy.

Chief Hayes-White responded that the Department has a Substance Abuse Policy in place. The current delay is due to changes that the Chief wished to incorporate in the current Local 798 MOU. The changes are related to a provision for random testing of all uniformed employees. Currently, the Department only tests certain employees as directed by the Department of Transportation. All members of the fireboat station (Station 35) and the Bureau of Equipment are subject to random drug testing. There have been difficulties reaching agreement on a mechanism for testing levels of THC as it relates to Marijuana. In closing, the Chief noted that meetings had been cooperative and productive and she was sure that a resolution would be reached soon.

Commissioner Goldman wished to know if there was a reason why the THC issue has to hold up the entire implementation and why the Department could not proceed to implement the policy that covers all the other substances.

Chief Hayes-White responded that she had already considered that option if there is any further delay but she preferred to implement the policy as a comprehensive package. If this single issue causes further delay, she will consider adopting a policy later that has a provision for marijuana.

Commissioner Goldman wished to know the timetable for the implementation. Chief Hayes-White responded that she would consider rolling out a phased implementation, without the THC component, by April 15th and full implementation in approximately 45 to 60 days.

Public Comment

Joseph Moriarty, Vice President, San Francisco Firefighters Local 798, urged the Commission to read the petition for writ of mandate and investigate the allegations made by 28 Fire Department employees. If the allegations are true, the Department should file charges against those members who violated the Rules and Regulations or General Orders cited in the petition. If the allegations are baseless, then the members who filed the allegations should be held accountable by the Department. He read two of the allegations and noted that an investigation will be in the interest of fairness for all members of the Department but, most importantly, for Firefighter Ed Cummings who was driving Engine 42 on the night of Mindy Ohler's death.

John Hanley, President, San Francisco Firefighters Local 798, appealed to the Commission for a through investigation of these allegations that have no merit. He added that the allegations were onerous and were affecting a young man's life and that of his family's.

Joel Sato, President, Asian Firefighters Association, expressed his organization's full support of Chief Hayes-White's substance abuse policy, finding it necessary for the safety of the public as well as the members. Furthermore, the Asian Firefighters fully support Firefighter Cummings' request for an investigation look forward to the day when his name can be cleared of any wrongdoing, whether intended or not in the petition.

Shon Buford, Director, San Francisco Firefighters Local 798, wished the commission to know that he fully supported the Chief and her policies as well as Firefighter Cummings'
request for an investigation.

Kevin Smith, President, Black Firefighters Association of San Francisco, supported the investigation of any allegations that made a negative implication on Firefighter Cummings, whether directly or indirectly involved. He stated that only a thorough investigation will vindicate Firefighter Cummings and will bring out the truth, which is what the writ is about.

John Darmanin stated that there was nothing in the writ that mentioned a firefighter, any firefighter by name. He wished to go on record stating that he knows of no evidence whatsoever that stated or implied that he was under the influence of any substance. He indicated that the writ was filed because the petitioners, and he was one them, were not getting responses and dialogue from their many inquiries, many of which he had made in this forum.

Edwin Cummings related that no one in the room tonight knows the pain he suffered whereby he almost left the Department. He pointed to the writ and declared that it stated in there, and not on TV, that vehicles from the Fire Department killing uniformed members. He again asked for an investigation by the Commission since he and his family were, and still are, hurt by this.

Chief Hayes-White referred to the Chief Officers' Association meeting earlier that day where at the end of the meeting she told the group that she was proud of the accomplishments that were achieved in the past 14 months during her tenure as Chief. She told the chief officers at the meeting that they always had access to her and the

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

A. Conroy, *President*
ıen A. Nakajo, *Vice President*
ıentine Clarke, *Commissioner*
marie Fernández-Pifer, *Commissioner*
glas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05- 4

WHEREAS, the mission of the San Francisco Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination; and

WHEREAS, the provision of pre-hospital emergency medical care is an integral part of the San Francisco Fire Department's mission; and

WHEREAS, in July, 1997 the City and County of San Francisco integrated the provision of Emergency Medical Services (EMS) into the Department through the merger of Basic Life Support (BLS) services previously provided by the Fire Department and Advanced Life Support (ALS) services previously provided by the Department of Public Health; and

WHEREAS, the merger of EMS services with other emergency services provided by the SFFD into one, unified, fire-based provision of EMS has resulted in improved service and improved patient outcomes; and

WHEREAS, the fire based provision of EMS is a national model that has been adopted by numerous municipalities throughout the country as the most effective and efficient method of providing emergency medical services; and

WHEREAS, the reduction of response times to medical emergencies has resulted in improved patient care and in many instances has saved lives that would otherwise be lost; and

WHEREAS, the Department has been reviewing the current configuration of staffing and means of responding to calls for emergency medical services in the City; and

WHEREAS, the Department and the Commission desire to continually improve the provision of emergency medical services to patients, including improving response times; and

WHEREAS, the Department has reviewed the working conditions of its members, particularly those members who regularly work on ambulances for a 24 hour shift; and

WHEREAS, the Department has a continued concern regarding fatigue of some of its members who regularly work on 24 hour ambulances; and

WHEREAS, the Department began researching means through which to improve the provision of emergency medical services and to improve the working conditions of its members; and

WHEREAS, the Department engaged in an inclusive process in which the Chief of Department and her administrative staff have, in connection with the proposed reconfiguration, conducted several open meetings within the Department to solicit ideas and proposals for the reconfiguration from the Department members and from other City agencies, including the Controllers Office and Department of Public Health, and have identified changes that can be made to the EMS delivery model to improve services; and

WHEREAS, the Department engaged in an extensive review of data regarding EMS calls, including the time of day and geographical location of calls for service, and response times in different response areas; and

WHEREAS, the Department concluded that one means of reducing ALS response times is to station and position ALS responders throughout the City by increasing the number of ALS Engines; and

WHEREAS, the Department concluded that a further means of reducing ALS response times is to dynamically deploy a number of its ALS ambulances and adjust and manage their posting locations to meet changing conditions; and

WHEREAS, a working shift of less than twenty-four hours will help to reduce fatigue for those members staffing ALS transport ambulances; and

WHEREAS, maintaining the provision of EMS within the Department will provide for better unification of command and control of emergency services at all times and will also improve surge capacity at times of disaster; and

WHEREAS, maintaining the provision of EMS first response and transport services within the Department will provide for more efficient control of Continuous Quality Improvement; and

WHEREAS, maintaining the provision of EMS within the Department will provide a means of recruiting a workforce that is reflective of the population of San Francisco; and

WHEREAS, the hiring of Fire Transport Paramedics and Fire Transport Emergency Medical Technicians (EMTs) will provide fiscally responsible EMS to the people of San Francisco; and

WHEREAS, maintaining ambulances within the Department will provide an efficient means of maintaining the paramedic skills of both Transport Paramedics and Firefighter/Paramedics; and

WHEREAS, maintaining the provision of EMS first response and transport services within the Department is consistent with San Francisco's cherished and honored history and purpose of directly providing emergency medical services to the

people of San Francisco in order that all residents are afforded equal access to emergency healthcare; and

WHEREAS, the Chief of Department and her administrative staff have provided written reports and materials to the Commission concerning the reconfiguration and have reported to the Commission at several of its regular meetings and at its November 4, 2004 special meeting which was dedicated to the topic of the reconfiguration, all of such meetings having been open to the public and the public having been given the opportunity to comment thereon; and

WHEREAS, the Chief of Department having recommended to the Commission that it adopt the proposed reconfiguration; and

WHEREAS, the Director of Public Health and the Director of the Emergency Medical Services and Emergency Operations Section of the Department of Public Health (EMSEO) having recommended to the Commission that it adopt the proposed reconfiguration; and

WHEREAS, the San Francisco Health Commission having approved the proposed model as consistent with its regulations of emergency medical services;

NOW THEREFORE BE IT

RESOLVED, that the Fire Commission accepts the Chief of Department's recommendation and authorizes her to take the steps necessary to implement the reconfiguration of the San Francisco Fire Department's provision of Emergency Medical Services as follows:

Create two new job classifications for Fire Transport Paramedic and Fire Transport EMT whose duties and job descriptions conform to the job classifications identified as 2525 Fire Transport Paramedic and 2512 Fire Transport EMT;

Hire and train persons in those classifications to staff dynamically deployed ten hour shift ambulances;

Originate the deployment of ten hour shift ambulances from a location that will enable the most efficient shift changes and re-stocking of supplies;

Gradually increase the number of ALS engine companies staffed on a regular basis with at least one H-3 Firefighter Paramedic;

Proceed with the reconfiguration over a period of three years, hiring Fire Transport Paramedics and Fire Transport EMTs in stages, with the current expectation that, at the end of the three year period, the Department's EMS will be deployed utilizing as many as: 42 ALS Engine companies; four station - based twenty four hour ambulances staffed by H-3 Firefighter Paramedics; and five to eighteen dynamically deployed ambulances, each staffed by one Fire Transport Paramedic and one Fire Transport EMT;

In consultation with the Commission, formulate a policy concerning the hiring of Fire Transport Paramedics and Fire Transport EMTs into the ranks of the Department to serve as H-2 Firefighters and H-3 Firefighter Paramedics;

The configuration will progress in such a way that its implementation will not compromise other aspects of the Department's mission;

Monitor and report on the success of the reconfiguration on a continual basis. Success should be measured by the following factors: maintenance or improvement of current patient outcomes; maintenance or improvement of current response times; achievement of uniform response times among the City's Battalion districts; compliance with accepted and applicable standards for the provision of pre-hospital emergency care; compliance with EMSEO Section and Department agreed upon standards and Continuous Quality Improvement guidelines; reduction in the current level of fatigue experienced by EMS responders and transporters; fiscal accountability; and the effect on the ability of the Department to provide a balanced response to all types of emergencies;

The Chief of Department shall report to the Commission on a quarterly basis, or more often as circumstances warrant, on the progress and success of the reconfiguration, and shall make recommendations to the Commission concerning any proposed changes to the hiring and deployment schedule outlined above;

The Commission reserves to itself, in consultation with the Chief of Department, possible modification of the hiring and deployment schedule outlined above as the reconfiguration progresses and its level of success and other circumstances warrant.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 24, 2005

Ayes: Conroy, Nakajo, Clarke
Nayes: Fernandez-Pifer, Goldman

_____
Tania Bauer, Commission Secretary

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

PUBLIC COMMENT

FIREFIGHTER EDWIN CUMMINGS

My name is Edwin Cummings and I've been a San Francisco firefighter for 13 years. On March 15, 2005, 28 members of the San Francisco Fire Department filed a verified petition of writ and mandate in the Superior Court. On March 17, the petitioners had a press conference to publicize these allegations. The verified complaint states that the Chief has not been enforcing existing Rules and Regulations and General Orders for use of alcohol and illegal drugs by on duty members of the San Francisco Fire Department. It asks the court to issue a writ compelling the Chief to enforce such Rules and Regulations. The petitioners state that the use of alcohol by on duty members in the San Francisco Fire Department is frequent, open and notorious.

On page seven, line seven the complaint states: "The petitioners allege on information and belief that the use of alcohol and illegal drugs by on duty firefighters had contributed to accidents involving Fire Department vehicles that have caused deaths and injuries to Department employees and to civilians."

Over two years ago, my company, Engine 42, was involved in a terrible accident. It was responding to an emergency incident, when one of my co-firefighters fell off the engine and was injured. She later died. I was driving E42 that night. I believe each petitioner alleges that I was under the influence of alcohol or recreational drugs while driving E42 on that night of Mindy's death since I can't recall <u>any</u> other accident in the Department where a rig had resulted in a firefighter's death.

I'm asking the Commission to investigate these allegations by these 28 members; please, find out what information these members have and how they can prove these allegations. If there is no proof, these members should be held accountable for their actions. I want my name cleared.

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

"Rokeach, Michael, M.D." <RokeacM@sutterhealth.org>
03/24/2005 03:23 PM

To <tania.bauer@sfgov.or
cc
bcc
Subject EMS - SFFD reorganization

To: tania.bauer@sfgov.org
Subject: EMS - SFFD reorganization

To the San Francisco Fire Commission members:

I am asking for this communication to represent my comments for the discussions related to the reorganization plan. I am not able to attend tonight's meeting in person.

I have been in the practice of emergency medicine in San Francisco for over 30 years. For the last 16 years I have been the medical director of the California Pacific Medical Center Emergency Department. I have been involved in prehospital care for most of my professional career, and I am a member of the San Francisco Emergency Physician's Association.

I have several concerns about the plan that the Commission is evaluating:

- The emergency physician community is a significant stakeholder in the prehospital care system, and as such, should have been included in the reorganization process. We were not openly included, despite claims to the contrary.

- Our organization has only one goal with regard to the City prehospital care system - that it best serves the community of patients and medical providers in order to deliver the highest quality of care possible.

- With the majority of SFFD activity now directed toward medical care rather than fire suppression, resources should be divided appropriately to support this new mission. The reorganization must account for this new paradigm, and deliver enough paramedic and EMT personnel to accomplish this. This may shift resources from traditional roles.

- Will patients be best served by hiring new civilian paramedics and EMT's, and will the new categories of Transport Paramedics be best for our patients?

- Have other systems, such as a blended public private ambulance program, been adequately evaluated? This has been successfully created in other major cities.

- Will the proposed reconfiguration be efficient and cost effective in a time of forced budgetary constraints?

- Will the proposed reconfiguration address the previously expressed concerns about the SFFD quality assurance process?

I strongly urge the Fire Commission to table the current resolution and agree to an independent, outside, evaluation of the current system. Agreeing to this, plus incorporating input from the professional community, is the most appropriate and transparent method to determine the best possible options for the delivery of EMS services.

Thank you for your consideration,

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Via Email

Received March 24, 2005

Members of the Fire Commission:

This evening you will be considering a resolution regarding a reorganization of the Fire Department. As a San Francisco resident, as an emergency physician who has been active in EMS over 20 years, and as Medical Director of the Emergency Department at St. Luke's Hospital, I want to express my deep concerns about the process that generated this resolution and about the outcome of that process.

I am distressed that there has been minimal input from the stakeholders in EMS, the public, the hospitals, and the emergency physicians. Unlike the process that led to the merger of the DPH Paramedic Division with the Fire Department 8 years ago, this reorganization has been developed by a closed group within the Fire Department. The San Francisco Emergency Physicians Association, a group that cares deeply about EMS in San Francisco, was not invited to the table at all, despite promises to the contrary.

While I agree that paramedics should be able to work shorter shifts and I support dynamic deployment of ambulances, the plan raises a number of questions that I hope you will seek answers to:

1) Will ambulances staffed by one paramedic and one EMT be able to offer the same quality of care as ambulances staffed by two paramedics?

2) Will the creation of new job categories of Transport Paramedic and Transport EMT help or hinder the cultural division in the FD between fire and EMS activities?

3) How will the reconfiguration be cost effective?

4) How will the plan address the concerns about the FD's quality control process?

I hope the Commission will vote to table this resolution until an independent consultant can review all the options for a reconfiguration of the FD's personnel and resources and seek appropriate input from the stakeholders in the community.

Thank you for considering my opinion in this matter.

Sincerely,

Marc A. Snyder, M.D., FACEP

Word count = 340; should be 150

San Francisco Fire Department

EMS Reconfiguration Project 2004-2006

Joanne Hayes-White
Chief of Department

Issues

- Triple dispatches
- Twenty-four hour shifts for Medic units are exhausting given current system demands
  - Unprecedented attrition levels
  - Above normal use of Sick Pay and Disability Pay
  - Increases in Unusual Occurrences

The Call for Change:

Echoed by

- Budget Analyst Report 2002
- Controller's Report 2004
- Civil Grand Jury Report 2004
- DPH EMSEOS
- Mayors Office
- Board of Supervisors
- Medical Community
- Media
- Rank and File
- Local 798
- Local 790
- Internal Budget

Data Analysis

How many ambulances are necessary?

- Call Volume
- Application of System Status Management

Policy Direction

- Maintain a municipal ambulance service within the Fire Department
  - Implement peak-period staffing
  - Short shifts to reduce fatigue
- Increase ALS / Paramedic Engine Companies to ALL 42 (100%)
- Provide a mechanism for skills retention for H-3 FF/PM

Proposed Solution

- Dynamic Deployment
  - 10 hour Ambulance units using peak period staffing patterns
  - 18 on duty high volume periods
  - 5 on duty low volume periods
  - Posted and moved to maximize coverage
- Static / Station Deployment
  - 4 ambulance units staffed with dual H3 FF/PM
  - Statically deployed
  - 24 hour shifts
  - Modify response patterns to manage workload
  - Training / specialized response / skills retention

Anticipated Results

- Most efficient use of resources
  - Shifts cross-trained personnel to appropriate units
- Maximize productivity
  - Workload is not a factor in short-shift units
  - Ability to deploy all 42 ALS engines
- Maintain SFFD operational control of all EMS resources

Anticipated Benefits

- Provide opportunities
  - Partnership with City College
  - Neighborhood outreach and education
  - For people looking for a career as EMTs / Paramedics
- Enhance disaster response capabilities

Anticipated Fiscal Benefits

- Retains revenue from transport
- Paramedic / EMT salaries consistent with current market
- Projected Startup costs
  - FY 04-05: 419K – from w/in existing budget
- Projected net savings to the Department & City
  - FY 05-06: (1.2 M)
  - FY 06-07: (2.4 M)

Deployment

- June 2005 –test
- July 2005 – first class
- October 2005 – second class
- January 2006 – third class
- March 2006 – fourth class
- August 2006 – full deployment

Hiring Plan is contingent upon retirements

Evaluation

- Performance benchmarks
  - Response times
  - Attrition rates
  - SP/DP use
  - Triple dispatch rates
  - Decrease in complaints / UOs

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
semarie Fernández-Pifer, *Commissioner*
em Clarke, *Commissioner*
uglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-25

FIRE COMMISSION REGULAR MEETING
Thursday – April 14, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of March 24, March 10, and February 24, 2005, and Special Meeting of February 17, 2005 (6:00 p.m.).

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, or a member of the public, so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Division of Training
Submitting monthly report from Division of Training concerning activities performed for March 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, March 12 through March 25, 2005.

Appointments
Reporting the following PERMANENT appointment effective *JANUARY 30, 2005:*

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

H2 Firefighter

Seth A. Bertram

Reporting the following TEMPORARY EXEMPT appointment effective *APRIL 4, 2005:*

7334 Stationary Engineer (As Needed)

Horner P. Oswald (vice: Matthew Flecklin, released)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Richard, Scott V.	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 08, 2003
Slonsky, Lorrie Beth	H1 Fire Rescue Paramedic	Ind. Dis.	Nov. 06, 2004

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 38	2	01-23-05 thru 01-24-05	Sec. 3926 (Tardiness & Failure to Report)

Termination
Reporting automatic resignation of H2 Firefighter Tanya A. Hicks, effective January 19, 2005. (Started work 04-09-01.)

Leaves
Reporting leave of absence with pay for Captain David Franklin, for seven days, April 11 through April 17, 2005, in order to attend the Fire Department Instructors Conference (FDIC) in Indianapolis, Indiana. Registration fee, transportation, lodging and meals are included in the Division of Training budget. Captain Franklin will not be replaced.

Reporting leave of absence with pay for Battalion Chief Theodore Corporandy, for one day, April 13, 2005, in order to attend the Fire Department Instructors Conference (FDIC) in Indianapolis, Indiana. The cost of the registration is included in the Division of Training budget, and the cost to back-fill his position is included in the Operations budget.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Major (With pay)	H2 FF	07-02-05 thru 01-01-07	545	US Army Res. Overseas	Attend Active Duty Training

Note: The above military leave is with pay for the first 30 days

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSgt (Without pay)	H2 FF	04-02-05 thru 04-03-05	2	US Air Force Res. Channel Islands ANG Station, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 13	04–5–122	2/11/2005	0	A	File

Cause: Driving skill deficiency - While exiting station in response to a box, Eng 13 turned right too soon and struck the concrete post at the corner of the bay

Engine 8	04–5–123	2/12/2005	0	A	File

Cause: Driver inattention - While backing into quarters, Eng 8 struck a parked civilian vehicle; spotters were posted, but had moved to stop an approaching vehicle

Medic 18	04–5–124	2/15/2005	756	A	File

Cause: While backing out of underground emergency entrance, Medic 18 clipped an overhang; spotter was posted

Medic 38	04–5–125	2/20/2005	0	A	File

Cause: Driving skill deficiency - While attempting to move Medic 38 out of "park," driver shut engine and Medic 38 rolled forward, striking Eng 2

Engine 19	04–5–126	2/23/2005	501	A	File

Cause: Driver inattention - While negotiating a driveway in response to a medical call, Eng 19 struck a card reader that extended into the driveway

Engine 6	04–5–127	3/1/2005	530	A	File

Cause: Misjudged clearance - While responding to a medical call on a narrow street, Eng 6 struck side view mirror of a parked civilian vehicle

Division 2	04–5–128	3/7/2005	409	B	Bill

Cause: While responding with red lights and siren, and proceeding through an intersection, and adhering to proper driving techniques, Div 2 was struck by a civilian vehicle

Engine 10	04–5–129	2/24/2005	531	A	File

Cause: Driver inattention - While returning from unit dispatch, Eng 10's wheel well trim struck the mirror of a parked civilian vehicle

Medic 7	04–5–130	2/28/2005	751	A	File

Cause: Driver inattention - While responding and attempting to pull into a parking space, Medic 7 struck a parked civilian vehicle

Engine 22	04–5–131	3/1/2005	504	A	File

Cause: Driving skill deficiency - While returning to quarters, driver of Eng 22 poorly positioned apparatus causing it to strike a light pole

Truck 2	04–5–132	3/1/2005	616	A	File

Cause: While responding with red lights and siren, Trk 2's compartment door opened and struck a double parked truck

Truck 18	04–5–133	1/20/2005	615	A	File

Cause: Tiller error - While responding with red lights and siren, tiller allowed trailer section of Trk 18 to strike the station gas pump

Engine 5	04–5–134	3/11/2005	535	A	File

Cause: Driving skill deficiency - While exiting quarters, Eng 5 struck bollard on the left side of apparatus door

Medic 1	04–5–135	3/11/2005	749	B	Bill

Cause: While responding with red lights and siren, Medic 1 lightly struck a pedestrian who stepped off Muni island into the path of Medic 1

Engine 11	04–5–136	3/13/2005	537	A	File

Cause: Misjudged clearance - While pulling into a parking spot at a unit dispatch, Eng 11 struck a parked civilian vehicle

Engine 3	04–5–137	3/15/2005	544	A	File

Cause: Misjudged clearance - While returning to quarters and making a right turn, Eng 3 struck a parked civilian vehicle

Ambulance 95	04–5–138	3/15/2005	733	C	File

Cause: Misjudged clearance - While responding, Amb 95 struck the mirror of a vehicle in the adjoining lane

AWSS	04–5–139	3/16/2005	942	A	File

Cause: Misjudged clearance - While attempting to pass a stopped vehicle, AWSS unit struck the vehicle on the left side

Engine 9	04–5–140	3/16/2005	597	B	Bill

Cause: While parked at an incident, Eng 9 was struck by a pickup truck backing out of a driveway

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from March 4, 2005 through April 7, 2005:

1. From Clifford McBride suggesting a way for random testing of intoxicants/drugs used by the Federal Government when he drove trucks for them: the employee's Social Security number was entered into a computer and when his number came up, his supervisor had an hour for the employee to go in for the drug/intoxicants test. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

2. From Alan and Mercedes Crosskill thanking the paramedics form Station 19 (390 Buckingham) for their quick response and professional handling of a difficult situation. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.

3. From Martin Koffel commending the work of Engine 16, led by Captain David Carroll, who put out the electrical fire, made the electrical wire safe and advised the family on the next steps to take. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including overview of Budget Committee presentation, Operations, and upcoming events.

B. Formal Complaint *[Discussion]*

Submitting formal complaint against Firefighter/Paramedic James Ward, dated March 24, 2005, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3916 – Unauthorized Absence from Stations
Section 3922 – Acts Detrimental to Welfare of Department
Section 3923 – Disobedience

C. Formal Complaint *[Discussion]*

Submitting formal complaint against Acting Battalion Chief Stephen K. Gritsch, dated April 4, 2005, for violation of the Rules and Regulations as follows:

Section 2805 – Officers – Leadership
Section 2825 – Officers – Responsibility
Section 3912 – Intoxicants/Drugs
Section 3922 – Acts Detrimental to Welfare of Department

D. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*
Stephan Gregory	05 – 20	Suspension Appeal

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

. Conroy, *President*
en A. Nakajo, *Vice President*
arie Fernández-Pifer, *Commissioner*
Clarke, *Commissioner*
as E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-25

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 14, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.

MAY 24 2005

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Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer (Excused for business reasons)
Commissioner Clem Clarke
Commissioner Douglas E. Goldman, M.D. (Not present)

Joanne M. Hayes-White	Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Audry Lee	Division 3

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of March 24, March 10, and February 24, 2005, and Special Meeting of February 17, 2005 (6:00 p.m.).

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes of the Regular Meeting of March 24, 2005, were approved as presented.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes of the Regular Meeting of March 10, 2005, were approved as presented.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes of the Regular Meeting of February 24, 2005, were approved as presented.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes of the Special Meeting of February 17, 2005 (6:00 p.m.), were approved as presented.

PUBLIC COMMENT
John Darmanin, referring to the Minutes of the March 24th Meeting, declared that the discussion that occurred, as described in those minutes, gave the impression that the Fire Commission did not allow full public disclosure under the Sunshine Ordinance for the Resolution of the EMS Reconfiguration. Furthermore, it appeared that the meeting did not afford opportunities for the public to discuss the EMS Reconfiguration.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Division of Training
Submitting monthly report from Division of Training concerning activities performed for March 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, March 12 through March 25, 2005.

Appointments
Reporting the following PERMANENT appointment effective *JANUARY 30, 2005:*

H2 Firefighter

Seth A. Bertram

Reporting the following TEMPORARY EXEMPT appointment effective *APRIL 4, 2005:*

7334 Stationary Engineer (As Needed)

Homer P. Oswald (vice: Matthew Flecklin, released)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Richard, Scott V.	H3 Firefighter/Paramedic	Ind. Dis.	Dec. 08, 2003
Slonsky, Lorrie Beth	H1 Fire Rescue Paramedic	Ind. Dis.	Nov. 06, 2004

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 38	2	01-23-05 thru 01-24-05	Sec. 3926 (Tardiness & Failure to Report)

Termination
Reporting automatic resignation of H2 Firefighter Tanya A. Hicks, effective January 19, 2005. (Started work 04-09-01.)

Leaves
Reporting leave of absence with pay for Captain David Franklin, for seven days, April 11 through April 17, 2005, in order to attend the Fire Department Instructors Conference (FDIC) in Indianapolis, Indiana. Registration fee, transportation, lodging and meals are included in the Division of Training budget. Captain Franklin will not be replaced.

Reporting leave of absence with pay for Battalion Chief Theodore Corporandy, for one days, April 13, 2005, in order to attend the Fire Department Instructors Conference (FDIC) in Indianapolis, Indiana. The cost of the registration is included in the Division of Training budget, and the cost to back-fill his position is included in the Operations budget.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Major (With pay)	H2 FF	07-02-05 thru 01-01-07	545	US Army Res. Overseas	Attend Active Duty Training

Note: The above military leave is with pay for the first 30 days

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSgt (Without pay)	H2 FF	04-02-05 thru 04-03-05	2	US Air Force Res. Channel Islands ANG Station, CA	Attend Active Duty Training

PUBLIC COMMENT
John Darmanin declared that instead of better record keeping regarding training at the Airport, after an investigation revealed poor record keeping, currently there is no record keeping. A record is being kept by only a single officer in the journal, whereas in the past the records reflected signatures by every firefighter who had undergone training.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]* (Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 13	04–5–122	2/11/2005	0	A	File

Cause: Driving skill deficiency - While exiting station in response to a box, Eng 13 turned right too soon and struck the concrete post at the corner of the bay

Engine 8	04–5–123	2/12/2005	0	A	File

Cause: Driver inattention - While backing into quarters, Eng 8 struck a parked civilian vehicle; spotters were posted, but had moved to stop an approaching vehicle

Medic 18	04–5–124	2/15/2005	756	A	File

Cause: While backing out of underground emergency entrance, Medic 18 clipped an overhang; spotter was posted

Medic 38	04–5–125	2/20/2005	0	A	File

Cause: Driving skill deficiency - While attempting to move Medic 38 out of "park," driver shut engine and Medic 38 rolled forward, striking Eng 2

Engine 19	04–5–126	2/23/2005	501	A	File

Cause: Driver inattention - While negotiating a driveway in response to a medical call, Eng 19 struck a card reader that extended into the driveway

Engine 6	04–5–127	3/1/2005	530	A	File

Cause: Misjudged clearance - While responding to a medical call on a narrow street, Eng 6 struck side view mirror of a parked civilian vehicle

Division 2	04–5–128	3/7/2005	409	B	Bill

Cause: While responding with red lights and siren, and proceeding through an intersection, and adhering to proper driving techniques, Div 2 was struck by a civilian vehicle

Engine 10	04–5–129	2/24/2005	531	A	File

Cause: Driver inattention - While returning from unit dispatch, Eng 10's wheel well trim struck the mirror of a parked civilian vehicle

Medic 7	04–5–130	2/28/2005	751	A	File

Cause: Driver inattention - While responding and attempting to pull into a parking space, Medic 7 struck a parked civilian vehicle

Engine 22	04–5–131	3/1/2005	504	A	File

Cause: Driving skill deficiency - While returning to quarters, driver of Eng 22 poorly positioned apparatus causing it to strike a light pole

Truck 2	04–5–132	3/1/2005	616	A	File

Cause: While responding with red lights and siren, Trk 2's compartment door opened and struck a double parked truck

Truck 18	04–5–133	1/20/2005	615	A	File

Cause: Tiller error - While responding with red lights and siren, tiller allowed trailer section of Trk 18 to strike the station gas pump

Engine 5	04–5–134	3/11/2005	535	A	File

Cause: Driving skill deficiency - While exiting quarters, Eng 5 struck bollard on the left side of apparatus door

Medic 1	04–5–135	3/11/2005	749	B	Bill

Cause: While responding with red lights and siren, Medic 1 lightly struck a pedestrian who stepped off Muni island into the path of Medic 1

Engine 11	04–5–136	3/13/2005	537	A	File

Cause: Misjudged clearance - While pulling into a parking spot at a unit dispatch, Eng 11 struck a parked civilian vehicle

Engine 3	04–5–137	3/15/2005	544	A	File

Cause: Misjudged clearance - While returning to quarters and making a right turn, Eng 3 struck a parked civilian vehicle

Ambulance 95	04–5–138	3/15/2005	733	C	File

Cause: Misjudged clearance - While responding, Amb 95 struck the mirror of a vehicle in the adjoining lane

AWSS	04–5–139	3/16/2005	942	A	File

Cause: Misjudged clearance - While attempting to pass a stopped vehicle, AWSS unit struck the vehicle on the left side

Engine 9	04–5–140	3/16/2005	597	B	Bill

Cause: While parked at an incident, Eng 9 was struck by a pickup truck backing out of a driveway

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin was concerned about the number of accidents in which Department apparatus were involved. He suggested that the Department procure an EVOC (Emergency Vehicle Operations Course) package to train the trainers, who in turn would work with members to improve driving skills.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from March 4, 2005 through April 7, 2005:

1. From Clifford McBride suggesting a way for random testing of intoxicants/drugs used by the Federal Government when he drove trucks for them: the employee's Social Security number was entered into a computer and when his number came up, his supervisor had an hour for the employee to go in for the drug/intoxicants test. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

2. From Alan and Mercedes Crosskill thanking the paramedics form Station 19 (390 Buckingham) for their quick response and professional handling of a difficult situation. Copy: Commissioners, Chief of Department, Deputy Chief, Operations, and EMS Chief.

3. From Martin Koffel commending the work of Engine 16, led by Captain David Carroll, who put out the electrical fire, made the electrical wire safe and advised the family on the next steps to take. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

PUBLIC COMMENT
John Darmanin, referred to a letter to the Commission regarding random drug testing, and wondered why the Department had not instituted it. Mr. Darmanin was aware of a small stumbling block in testing for one specific substance but he believed that the rest of the random drug testing policy should be implemented immediately.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including overview of Budget Committee presentation, Operations, and upcoming events.

Joanne Hayes-White, Chief of Department, provided an overview of her appearance before the Budget Committee of the Board of Supervisors. The Committee is comprised of Supervisor Ammiano, chair, and Supervisors Daly, McGoldrick, Ma and Elsbernd. The Department was requested to provide an overview of the status of the current year's budget and the projection for the next fiscal year. She also provided the Budget Committee with statistics on overtime expenditures, noting that for the current fiscal year a drop of 30% is forecast. Furthermore, the Department attained a $3.1 million midyear reduction in response to Mayor Newsom's request. The reduction was achieved primarily through browning-out engine Companies. Chief Hayes-White added that the Supervisors seemed pleased with the Department's responsiveness to their budget-related requests.

Chief Hayes-White also provided the Budget Committee with Code 3 response times for the Department as dictated by the NFPA (National Fire Prevention Association) of five minutes or less in the 90th percentile. The three thresholds for medical response times are (1) four and a half minutes for first defibrillator on scene; (2) seven minutes for Advanced Life Support; and (3) ten minutes for a medical transport vehicle. The Supervisors seemed pleased with the Department's response times.

Chief Hayes-White apprised the Budget Committee of a sizeable reduction in the accident rate of Department vehicles. Intersection accidents are down by 47% from last year at the same time and backing up accidents are down by 30%. These statistics also indicate fewer employees on disability and fewer injuries to members of the public. The drop is attributable to stricter adherence to the Rules and Regulations and to discipline being imposed, as well as a good training program. The Department has applied for and hopes to receive grant funding for a driver simulation program and an EVOC (Emergency Vehicle Operation Course) course. Furthermore, the Department experienced a drop of 17% in workers' compensation claims as well as a 25% reduction in disability pay.

Chief Hayes-White pointed out to the Budget Committee that the Department has increased its non-emergency presence in the community through the following: (1) the NERT (Neighborhood Emergency Response Teams) program; (2) SRO (Single Room Occupancy) program; and (3) Firefighters in the Schools program.

Chief Hayes-White announced that the Department plans to hire a 110th H2 recruit class projected to start on May 9th. At this time, 24 members will be starting at the recruit academy. The duration of the academy is approximately 12 weeks. Furthermore, the Department will not hold battalion-based training in April, but will be conducting Muni operational drills, that is, the jacking operations for light rail vehicles since over the past year a number of people were trapped under them.

Chief Hayes-White reviewed some upcoming events: (1) April 18th at 5:18 AM at Lotta's Fountain for the 99th commemorative celebration of the 1906 earthquake and (2) April 23rd a city-wide NERT drill will be conducted at Marina Middle School.

OPERATIONS REPORT
Chief Hayes-White provided the Operations Report. She informed the Commission that Deputy Chief Fred Sanchez had retired and acknowledged his 31 years of service to the Department. Chief Hayes-White wished him well in his retirement and added that the

search for replacement is taking place.

Chief Hayes-White reported that during the period of March 10, 2005 through April 13, 2005, there were five greater alarms incidents and 25 working fires, which resulted in the following: (1) $1,575,000 in property damage; (2) $725,000 in content damage; (3) $435,000 in exposure property damage; (4) $165,000 in exposure content damage. There were: (1) four civilian injuries and no civilian fatalities; (2) two firefighter injuries and no fatalities; and (3) 36 adults and 6 children displaced. The Chief added that on the dates of the Greater Alarm Incidents, all *first due* units were in service except for the 2nd alarm on March 31, 2005 at 2527 24th Street when Engine 7 was on a 24-hour brown-out. Chief Hayes-White stated that after reviewing the CAD printout there seemed to be no adverse impact since units were on the scene within three minutes, which was a good response time even without brown-outs. She described in further detail some of the greater alarms for the Commission.

Glenn Ortiz-Schuldt provided the EMS update. He started with the response data and noted that the standard is four and a half minutes for a defibrillator on the scene, and the Department is coming closer and closer to the standard but has not met it yet in all battalion districts. It has become more difficult to meet since the inception of the brown-outs. The standard for first ALS unit on scene is seven minutes and the Department is exceeding it with a citywide average of five minutes and thirty seconds. The third standard is ten minutes for the first transport unit on scene and the Department is exceeding the standard with a citywide average of eight minutes and forty seconds. In addition, for Code 2 or non-emergency responses which receive just an ambulance, the standard is twenty minutes and the Department is on the scene in thirteen minutes and 20 seconds. Furthermore, an average of 24 ALS engines were on duty during the time period, with a high of 29 and a low of 21, which is the baseline standard.

Chief Ortiz-Schuldt noted that the Continuing Quality Improvement Section had generated 23 incidents. Twelve were low level exception reports of incidents of low acuity, generally demeanor issues. Seven incidents were of potentially high acuity and they are being addressed. 21 incidents were closed out. In addition, the Department undergoes a two-year occurrence when CPR and ALS recertification takes place. 1,520 members were certified or recertified in CPR and 266 paramedics were recertified in ACLS (Advanced Cardiac Life Support).

Chief Ortiz-Schuldt informed the Commission regarding two high-profile incidents at the Golden Gate Bridge: (1) the shooting of a toll taker, and (2) a six patient multiple motor vehicle accident. The Department has had difficulties with this particular area due to overlapping state, local and federal jurisdictions. He noted that the incidents went flawlessly in great part due to earlier Homeland Security tabletop exercises that Chief Siragusa and Chief Navarro had with the various agencies, namely, the Highway Patrol, the National Park Service, the Presidio Fire Department and the Golden Gate Bridge Authority.

Chief Ortiz-Schuldt reported on the EMS Reconfiguration: (1) Job announcements have been posted for comment for the 2525 Fire Transport Paramedic and the 2521 Fire Transport EMT; (2) one protest/comment has been filed by Local 798 related to the specifications for the PAT (Physical Ability Test) ; (3) 1200 electronic interest cards have been filed for the EMT position and 800 for the paramedic position; (4) substantive discussion and operational progress with ECD has occurred in the area of dispatch; (5) Critical pieces of equipment are being purchased, including AVLs (Automatic Vehicle Locators) for ambulances; (6) a purchase order is in place for the purchase of uniforms and other equipment; (7) work should begin shortly on the facility under a job order

contract of $85,000; (8) a final draft of the entrance exam for both paramedics and EMTs is under review, including oral questions and skills testing. Furthermore, the job announcement will be posted mid-May.

Commissioner Conroy wished to know what the next step would be and when training would start. Chief Ortiz-Schuldt responded that the next step would be accepting applications during a two-day filing period when applications must be dropped off in person, either by the applicant or someone dropping it off for them. The drop-off site being considered is the Division of Training. Chief Ortiz-Schuldt hoped that the first class would start July 11th, even though it seemed optimistic.

PUBLIC COMMENT
John Darmanin, referring to a recent Chronicle editorial *Stop Drinking in the Firehouses*, was disappointed that the Chief did not cover or respond to the editorial in her report. He believed that the Commission should consider itself lucky not to have been mentioned in this editorial, since they had been forwarded a letter, dated August 25, 2003, about allegations of drinking and allegations of other misconduct and had not acted upon it.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. **Formal Complaint** ***[Discussion]***

Submitted formal complaint against Firefighter/Paramedic James Ward, dated March 24, 2005, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3916 – Unauthorized Absence from Stations
Section 3922 – Acts Detrimental to Welfare of Department
Section 3923 – Disobedience

PUBLIC COMMENT
John Darmanin was under the impression that James Ward worked close to the Chief's Office and whatever abuses were occurring should have been evident to the staff in that office. He believed that there should be a full disclosure of what occurred, even though it is a personnel matter. He added that the Fire Commission had the obligation to manage and oversee the Fire Department, especially on administrative issues, such as personnel matters.

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter/Paramedic Ward that the trial will be held May 5, 2005, at 9:00 a.m.

C. **Formal Complaint** ***[Discussion]***

Submitted formal complaint against Acting Battalion Chief Stephen K. Gritsch, dated April 4, 2005, for violation of the Rules and Regulations as follows:

Section 2805 – Officers – Leadership
Section 2825 – Officers – Responsibility
Section 3912 – Intoxicants/Drugs
Section 3922 – Acts Detrimental to Welfare of Department

PUBLIC COMMENT
John Darmanin wished to have discussion on the retirement of the Deputy Chief who was

closely involved with the case. He believed that the case has been compromised. Mr. Darmanin suggested that the matter be discussed openly because it affects this case and other cases that are pending. He believed that if an investigation has occurred about the Deputy Chief's role in these cases, the result should be placed in his personnel file.

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Acting Battalion Chief Gritsch that the trial will be held April 26, 2005, at 9:00 a.m.

D. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*	*Commissioner*
Stephan Gregory	05 – 20	Suspension Appeal	Clarke

Note: The above suspension appeal was withdrawn on April 19, 2005.

PUBLIC COMMENT
John Darmanin stated that the agenda did not reveal that items 4.B. and 4.C. were termination hearings, and that item 4.D. did not indicate that termination is or is not a possibility. He referred the Commission to the Department's Rules and Regulations noting that any violation could result in termination, no matter how insignificant. He wished to see, under the Sunshine Ordinance, that item 4.D. indicate that termination is not an option, and items 4.B. and 4.C. should indicate that termination is sought.

5. PUBLIC COMMENT

John Darmanin reiterated his previous comments calling for an investigation of the incident that occurred at Station 14 on June 14, 2003, and which keeps falling on deaf ears. There were allegations of a drinking party at the firehouse with on- and off-duty personnel, civilians and wives drinking alcohol and smoking pot. Mr. Darmanin stated that this Administration took office only six months after that incident and chose to ignore what happened that night, responding that the past is the past.

Richard Stacks informed the Commission that he had just come from the library where he was perusing historical financial figures and came upon an important fact that the Department could mention in the upcoming budget hearings. Mr. Stacks noted that Board of Supervisors is primarily concerned with the draw on the General Fund and the Department drew $137.4 million during 1989 through 1990, with the draw for FY 2005-06 projected as less than this figure. He believed that the Department has been squeezed more than other departments to the point of soon not being able to ensure fire protection.

Kevin Smith wished to comment on the meeting at which the EMS Reconfiguration was discussed. He considered it a strange meeting because it seemed that there was an effort by the chair to close out questions that other members of the Commission wished to be answered. Mr. Smith hoped that in the future the Commission would be more considerate of the public process, especially in this forum.

Commissioner Nakajo related that at an incident at which he was present, crews responded, took control and put out the fire quickly but a member looked at him and said: "Commissioner, it's not all of us". Commissioner Nakajo stated that he fully believed that the recent incidents are not a true reflection of the majority of the 1,800 members in this

Department, whether uniformed or civilian. In his nine years on the Fire Commission, he has witnessed every day the response of the Department to fires, accidents, and emergency medical situations and it has reinforced his feeling that the men and women of the Department work hard and are dedicated to the mission of the Department.

Commissioner Nakajo supported the previous Administration's zero tolerance policy but he also supports Chief Hayes-White and her policy of a case-by-case approach, involving a full investigation and findings of fact. In his nine years on the Commission, he has seen more case brought before the Commission for alcohol, substance abuse and harassment since this Chief took office than in the previous years combined. He was sure that it was clear to the members of the Department that this behavior was not acceptable as it is unacceptable to himself, the Commission and the public. Commissioner Nakajo addressed the officers of the Department and declared that if they are aware of these problems, they need to bring them back to the Department, the Chief and the Commission. He wanted everyone to take responsibility as a new way of doing business in this Department. Commissioner Nakajo stated that if any member believes that they may have a problem, now is the time to do something about it and not jeopardize themselves, jeopardize fellow members and not jeopardize this city.

Commissioner Conroy also expressed his support of the Chief and believed that the Chief was handling discipline issues appropriately. The Commission has been kept busy because the Chief has not tolerated violations of the Rules. He trusted the Chief's discretion in applying discipline on a case-by-case basis and he trusted the Commission to do the right thing. He believed this was preferable to being locked into a set way of dealing with any number of various infractions within the Department.

Commissioner Conroy echoed Commissioner Nakajo's sentiments and added that what this Department does, and what its members do every day is impressive. It is painful, and embarrassing to the Department, when something such as this occurs. He noted that members have approached him, in respect to these occurrences, and stated that they still have reason to be proud as members of the Department. They have a right to be proud because it is a very small number who get into difficulties and who are in violation of the Rules. Commissioner Conroy believed that it was unfortunate that the media only focuses on these incidents; somehow there is little media attention to the members' dedication to their work day after day, or for the many times in which members of this Department risk their lives to help others.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL HEARING
Tuesday, April 26, 2005, 9:00 AM
698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne Hayes-White

2. **PUBLIC COMMENT**
Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST STEPHEN GRITSCH, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Acting/Battalion Chief Stephen Gritsch, dated April 4, 2005, for violation of the Rules and Regulations as follows:

Section 2805 – Officers – Leadership
Section 2825 – Officers – Responsibility
Section 3912 – Intoxicants/Drugs
Section 3922 – Acts Detrimental to the Welfare of the Department

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-27

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

aul A. Conroy, *President*
tephen A. Nakajo, *Vice President*
osemarie Fernández-Pifer, *Commissioner*
lem Clarke, *Commissioner*
ouglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-28

FIRE COMMISSION REGULAR MEETING
Thursday – April 28, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.
Chief of Department	Joanne M. Hayes-White

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2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of April 14, 2005.

3. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, or a member of the public, so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Appointment
Reporting the following PERMANENT appointment effective *FEBRUARY 13, 2005:*

H3 Firefighter/Paramedic

Kimberly K. Chocker

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Sanchez, Federico J.	0150 Deputy Chief, Operations	Service	Apr. 09, 2005
McCaffrey, James	H33 Captain, EMS	Service	Apr. 01, 2005
Kehoe, Robert E.	H22 Lieutenant, BFP	Service	Apr. 07, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Leaves
Reporting leave of absence with pay for Captain James Lee for four days, April 11 through April 14, 2005, in order to travel to Charleston, South Carolina, to review specifications for Department apparatus. All expenses will be incurred by American LaFrance. Captain Lee will not be replaced.

Reporting leave of absence with pay for Lieutenant Erica Arteseros, for four days, May 10 through May 13, 2005, in order to attend the Pacific Cluster Senior Corps Conference. There is no cost to the Department. The grant from CNCS will pay for the expenses of the class, and transportation/lodging. Lieutenant Arteseros will not be replaced.

Reporting leaves of absence with pay for the time period from January 2005 through July 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1446 Secretary II	5
1	7388 Utility Plumber	88
14	H2 Firefighter	456
4	H3 Firefighter/Paramedic	56
3	H20 Lieutenant	24
1	H40 Battalion Chief	8
	Total Number of Days with Pay	637

Reporting intermittent leaves with pay for the time period from February 2005 through April 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	May 1, 2005 – April 30, 2006
1	H2 Firefighter	Feb 15, 2005 – Feb 14, 2006
1	H2 Firefighter	May 22, 2005 – Mar 17, 2006
1	H2 Firefighter	June 27, 2005 – Apr 30, 2005
1	H2 Firefighter	Mar 23, 2005 – Aug 7, 2005
1	H2 Firefighter	Mar 20, 2005 – Mar 20, 2006
1	H2 Firefighter	April 19, 2005 – June19, 2005
1	H2 Firefighter	June 11, 2005 – Sept. 30, 2005
1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	June 2, 2005 – March 1, 2006
1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	July 24, 2005 – Apr. 29, 2006
1	H6 Investigator	April 7, 2005 – April 6, 2006
1	H20 Lieutenant	Mar 16, 2005 – July 31, 2005
1	H20 Lieutenant	Feb 14, 2005 – Feb 14, 2006
1	H20 Lieutenant	April 11, 2005 – April 11, 2006

1	H20 Lieutenant	April 11, 2005 – July 11, 2006
1	H22 Lieutenant	Mar 30, 2005 – Mar 30, 2006
1	H40 Battalion Chief	April 6, 2005 – Oct 6, 2005

Reporting leaves of absence without pay for the time period from March 2005 through October 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1450 Executive Secretary I	95
1	H1 Fire Rescue Paramedic	9
1	H2 Firefighter	36
1	H3 Firefighter Paramedic	58
	Total number of Days w/o Pay	247

Military Leave
Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent SSGT, E-5	H2 FF	04-06-05 thru 04-10-05	5	US Army Res. Moffett Field, CA	Attend Active Duty Training

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from April 7, 2005, through April 21, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, inviting the Commission to Station 6 for a presentation by PG&E of a full set of rescue equipment to the Department. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through B)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Report from Administration
Report from Gary P. Massetani, Deputy Chief, Administration, on budgetary issues.

B. Leaves of Absence *[Action]*

1. Submitting request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for one day (May 2/May 3, 2005), in order to attend the California Public Safety Leadership & Ethics Program sponsored by the California Office of the State Fire Marshal, the Community College Chancellor's Office, Public Safety Advisory Committee, Commission on Peace Officer Standards and Training, and the California Fire Chiefs' Association. The conference will be held in Ontario, California, on May 2 and May 3, 2005. There is no cost to the Fire Department. Transportation, meals and lodging are paid for by the sponsoring parties.

2. Submitting request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for three days, May 9, May 10, and May 11, 2005, in order to attend the 2005 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs' in San Antonio, Texas. Funds for this trip are included in the 2004-05 approved budget.

   Action to be taken: Approval of leaves of absence

C. Purchase and Licensing Agreement *[Action]*

Submitting for approval the purchase of SAS software at a cost of $255,650, and authorizing Chief of Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

Action to be taken: Approval of purchase and licensing agreement

D. Presentation – Division of Fire Prevention & Investigation *[Discussion]*

Paul Chin, Assistant Deputy Chief, Fire Marshal

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

. Conroy, *President*
en A. Nakajo, *Vice President*
narie Fernández-Pifer, *Commissioner*
Clarke, *Commissioner*
as E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*
05-28

DRAFT
MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 28, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer (Excused due to illness)
Commissioner Clem Clarke (Excused 8:30 p.m.)
Commissioner Douglas E. Goldman, M.D. (Arrived 6:40 p.m.)

Joanne M. Hayes-White	Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Frank T. Cardinale	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of April 14, 2005.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

PUBLIC COMMENT
John Darmanin complained that the description of his public comment in the minutes was too short and no further public comment had been allowed. To this end, he had filed a Complaint with the Sunshine Task Force and was confident that it would be upheld.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Appointment
Reporting the following PERMANENT appointment effective *FEBRUARY 13, 2005:*

H3 Firefighter/Paramedic

Kimberly K. Chocker

Retirements
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1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	June 2, 2005 – March 1, 2006
1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	July 24, 2005 – Apr. 29, 2006
1	H6 Investigator	April 7, 2005 – April 6, 2006
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Military Leave
Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent SSGT, E-5	H2 FF	04-06-05 thru 04-10-05	5	US Army Res. Moffett Field, CA	Attend Active Duty Training

PUBLIC COMMENT
John Darmanin requested that the Airport training records be provided to him and the public. He suggested that no records of training are being kept currently due to allegations that previous records had been fraudulent.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from April 7, 2005, through April 21, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, inviting the Commission to Station 6 for a presentation by PG&E of a full set of rescue

equipment to the Department. Copy: Commissioners and Chief of Department.

PUBLIC COMMENT
John Darmanin was concerned that only letters complimentary to the Department and the Commission were recorded and attached to the minutes. He suggested that all letters should be published with the minutes on the Commission's website as PDF files.

Commissioner Conroy, referring to a communication received about the Physical Ability Test (PAT) for the newly created tier of paramedic and EMT positions, wished to know if there was a national standard for these positions and if a PAT was being developed for them by the Department. Chief Hayes-White responded that a test is under development and is based on jurisdictions that are similar to San Francisco in makeup and geography.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Joanne Hayes-White, Chief of Department, announced that May 9, 2005, the 110th class of H2 probationary firefighters will be entering the fire academy for 12 weeks of training with an anticipated graduation on July 29th.

Chief Hayes-White noted that April is considered the specialized training month and training consists of daily drills, captain's drills, redcap drills and exercises, water rescue drills and mutual aid drills and Airport personnel is required to participate in in-service training drills. In addition, approximately 100 employees from the Airport are in the process of undergoing the required live fire training in Salt Lake City.

Furthermore, Chief Hayes-White noted that she and Chief Massetani were working on updating the *Substance Abuse Policy* manual. It should be finalized shortly and includes the updated substance abuse policy and, also, incorporates a provisions for random drug testing, post-accident testing and reasonable suspicion testing.

Chief Hayes-White informed the Commission that she will be attending two conferences, namely, leadership and ethics in the fire service and the second one being the Metro Conference in San Antonio, Texas. She will provide a full report at the next Commission meeting.

Chief Hayes-White recounted a number of events in which she and the Department participated: (1) commemoration at Lotta's Fountain on April 18th of the 1906 earthquake; (2) receipt of a donation on April 18th from PG&E of state of the art equipment- saws, generators, lighting and rescue equipment – commemorating the date and for use in the event of a large-scale disaster; (3) a successful NERT drill at the Marina Middle School with 250 – 300 NERT- trained volunteers demonstrating three evolutions of a cribbing and shoring exercise, a first aid exercise and a search and rescue exercise; and (4) marching with Commissioners Nakajo and Conroy in the Cherry Blossom parade which was coordinated by the Asian Firefighters Association.

In closing, Chief Hayes-White wished to relate an event for which she believed the Department does not get enough acknowledgement and yet members perform such work on a regular basis. She related that the event was a cardiac arrest which had outstanding response times: Engine 8 arriving in 2 minutes and 38 seconds, Medic 8 arriving in 2 minutes and 25 seconds and RC 1 arriving 3 minutes and 31 seconds. The patient, a 48-year old male, was in extremely grave condition with no pulse, but by the time he arrived at SF General Hospital, due to the excellent work of the crews in the field, he was awake and talking and had a full recovery. Chief Hayes-White stated that she was very proud of the work that is done by the Department.

REPORT FROM ADMINISTRATION
Gary Massetani, Deputy Chief, Administration, informed the Commission that on April 14th, he, Chief Hayes-White and CFO Julia Dawson had presented to the Budget Committee of the Board of Supervisors the budget report for the remaining FY 2004-05 and the budget for FY 2005-06. The Department had achieved the requested $3.1 million mid-year reduction for the current fiscal year.

Chief Massetani noted that for FY 2005-06, the Supervisors were proposing certain reductions that had been previously discussed, such as, (1) reducing battalion chiefs to six; (2) eliminating the officers for the fireboat; (3) eliminating the second captain spot in double companies; (4) civilianizing the Bureau of Equipment; and (5) civilianizing the Assignment Office. The Department still has a shortfall of approximately $500,000 in the FY 2005-06 budget, but negotiations are continuing with the Mayor's Budget Office.

Representatives from the Department are meeting with San Francisco Firefighters Local 798 on the substance abuse policy and random drug testing, with negotiations going well. The union has suggested that a type of wellness program and an education factor be included.

In closing, Chief Massetani informed the Commission that an RFP (Request for Proposal) to provide EMS billing had been released and 12 to 15 vendors had responded and would be bidding. The bid is for a four-year contract, with two two-year extension, with a possible implementation date of January 1, 2006.

Discussion ensued with Commissioners asking questions and Chief Massetani responding.

Commissioner Nakajo wished clarification on the shortfall for FY 2005-06. Chief Massetani explained that the Department had started with a shortfall of $1.6 million but has been able to reduce to $400 to $600,000. Commissioner Nakajo also wished to know the staffing in the Assignment Office and the Bureau of Equipment. Chief Massetani responded that the budget is for three Lieutenants in the Assignment Office and for eight H2 firefighters, a captain and part of an Assistant Deputy Chief.

Commissioner Conroy wished clarification on how many captains where assigned to a fire station. Chief Massetani responded that each company had a captain, for instance, if there was an engine and a truck in the fire station, each company would have a captain that was responsible for the apparatus for all three shifts. The Board of Supervisors wished to eliminate the second captain and only have one for each fire station. He explained that there was a great inequity in this since a station that had a single engine company would have a total of 12 to 14 personnel for whom the captain would be responsible, whereas a station with an engine, a truck and a medic or rescue unit would

have up to 60 people.

PUBLIC COMMENT

John Darmanin, referring to the previous discussion, noted that the Board wished to eliminate the captain's position and replace it with a lieutenant's, and not eliminate totally an officer's position. He also suggested that the lieutenant's test be given prior to the captain's test since acting captain's are officers already but acting lieutenants come directly from the rank of firefighter.

John Hanley, President, San Francisco Firefighters Local 798, stated that the union is working with the Department on the drug and alcohol policy and wishes to develop a policy that fits both the needs of the San Francisco Fire Department and the men and women represented by Local 798.

Commissioner Goldman wished to know what makes this cities' needs, regarding whether people are working under the influence of some drug, any different from any other community or workplace.

Mr. Hanley explained that he referred to prescription drugs for relief of pain whereby a firefighter could still work but the prescription label warned not to drive or operate heavy machinery. His statement referred to discussions on this item with the Department and did not in any way condone being under the influence of drugs or alcohol.

Commissioner Goldman stated that he still did not perceive what made San Francisco unique in this aspect since medications, such as Codeine and Flexiril, are being prescribed for the workplace across America. He still did not understand Mr. Hanley's comment and, if it still presented a stumbling block in negotiations, perhaps, the Chief could elucidate it some time in the future.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Leaves of Absence *[Action]*

1. Submitted request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for one day (May 2/May 3, 2005), in order to attend the California Public Safety Leadership & Ethics Program sponsored by the California Office of the State Fire Marshal, the Community College Chancellor's Office, Public Safety Advisory Committee, Commission on Peace Officer Standards and Training, and the California Fire Chiefs' Association. The conference will be held in Ontario, California, on May 2 and May 3, 2005. There is no cost to the Fire Department. Transportation, meals and lodging are paid for by the sponsoring parties.

2. Submitted request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for three days, May 9, May 10, and May 11, 2005, in order to attend the 2005 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs' in San Antonio, Texas. Funds for this trip are included in the 2004-05 approved budget.

PUBLIC COMMENT

John Darmanin, commenting on the absence of the Chief from the City and no Deputy Chief of Operations as yet in place, noted that placing a Deputy Chief of Administration with no field experience as an Assistant Chief in charge of the Department may not be

wise and suggested that naming an Assistant Chief to be in charge for that period would be a better option.

John Hanley pointed out that the day of the Loma Prieta earthquake the Chief of Department had been out of town and yet the Division Chiefs and Battalion Chiefs and the firefighters in the field did an outstanding job.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and the leaves of absence with pay were approved.

C. **Purchase and Licensing Agreement** ***[Action]***

Submitting for approval the purchase of SAS software at a cost of $255,650, and authorizing Chief of Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

Julia Dawson, Chief Financial Officer, informed the Commission that the original purpose for the purchase of SAS software was for the Department to have a software tool that models scenarios for disaster planning. Under the Homeland Security funds that the Department had previously applied for, this type of planning tool was an eligible grant expense. After evaluating the Department's perceived need and researching a number of products, the Department decided that the SAS software suite would have the broadest application in terms disaster planning scenarios. In order to purchase the product, the Department needed to negotiate and enter into a licensing agreement with SAS. Negotiations will continue until the City and the company can come to a mutual agreement. The cost of the software is $255,650.

Ms. Dawson reviewed the perceived benefits of this particular software package. SAS: (1) is one of the best and most commonly used statistical software packages and is used extensively by universities and government agencies; (2) is a broad-based tool that can solve a variety of problems and is used to predict outcomes in a variety of statistical analyses; (3) is an operations research tool which can optimize location of resources; (4) has a base statistical package with numerous add-on modules which can be used to evaluate different scenarios; and (5) has an interface with ESRI which is the mapping software that is the City standard and is used for all base map data for all city agencies. Ms. Dawson pointed out that under this grant, the Department has the ability to hire a statistician to provide support and run simulations and help compile data.

Ms. Dawson outlined four projects that the Department wished to start using SAS. (1) The Department would like to evaluate and model response times to a variety of different emergencies, whether it is an engine, truck, ambulance, chief's vehicles, or fire scene vehicles from fire stations or other staging areas. (2) Another project would entail statistical testing and surveillance of dispatch calls. There is an extensive history of call volumes but previously it could not be compiled in one place and the past could not be compared with the present. (3) A third project would deal with the recall rate of personnel. The Department is aware that in an emergency situation a lot of field personnel, who are not on duty at the time, would have to be recalled to assist in a disaster. There is no tool available that can identify the expected rate of return and how non-functioning infrastructure issues would impact this. (4) A fourth project is related to water distribution and the capacity of the water supply in disasters, such as earthquakes, the potentials for failure and what can be done with strategic planning and investment to improve the ability to respond.

Ms. Dawson provided examples of how SAS has been used by other government entities,

including the state of Ohio, the Environmental Protection Agency and NASA, whether compiling a large amount of data or using the mapping module for an innovative application.

(Note: A copy of Ms. Dawson's presentation is attached)

Discussion ensued with Commissioners asking questions and Ms. Dawson, Chief Hayes-White and staff responding

Commissioner Goldman posed numerous questions to Ms. Dawson. Following are some of the highlights. He asked Ms. Dawson to explain what kinds of disasters are planned by SAS and what is unique about the disaster scenarios it models. Ms. Dawson responded that the disasters planning scenarios are not unique but that the Department had a particular need to view disasters that it must respond to, whether they are an earthquake, a chemical attack, a release of a biological agent, a bomb or a structural collapse. The Department wished to use this tool to amass data to understand how the Fire Department's resources should be allocated to meet that response most effectively. She added that the Department wished to model various scenarios that might happen so that when a real disaster occurs, the Department will be more knowledgeable on how to deploy resources.

Commissioner Goldman wished to know if it would not be of greater benefit to have software in real-time that can rapidly deduce the changes that are occurring and immediately pinpoint where to place resources rather than speculation based on modeling that probably will not occur as modeled. Ms. Dawson responded that there is a place for real-time simulation but there are also places where planning tools are appropriate. She did not believe that they are mutually exclusive and there is a need for both.

Commissioner Goldman asked if a real-time tool could also be programmed with different data to show different contingencies that could serve as a modeling tool. Ms. Dawson responded that it would be possible but it would have to be broad enough to cover the Homeland Security issues that the Department is interested in; she did not believe there was a real-time tool that could accomplish this.

Commissioner Goldman wanted to know what the Homeland security issues were that the Department was interested in. Ms Dawson responded that there are issues of a building structural collapse, the after effects of explosions and other terrorist incidents that can be modeled and relied upon. Commissioner Goldman considered these to be multi-casualty incidents and the first consideration should be how many patients need assistance and then further issues of severity of injury. He believed that the Department can respond with equipment and personnel and provide services regardless of the type of incident. How many need to respond is based upon the number of patients and because it has the title of terrorist incident does not change what is needed. He believed what would be most valuable would be a system that can instantaneously direct resources to the scene. Ms. Dawson responded that she was not sure that an instantaneous tool could be readily available at a time of disaster when ten to twenty different items are being worked on at once and it would serve some purpose to have it planned out. She added that while a medical response is an important part of the fire service, modeling medical outcomes was not the only item that the Department is considering in a software program.

Commissioner Goldman noted that there is great concern for disasters but the Department deals with fires and medical emergencies on a daily basis and far more damage is done by regular types of daily events and to him this indicated a greater need.

He supported the idea of the Department wanting to plan, whether for disasters or every day needs.

Commissioner Goldman wished to know when full implementation of SAS was scheduled to occur. Ms. Dawson responded that the Commission's approval was needed first, and then the licensing agreement would have to be negotiated. Chief Hayes-White added that once the purchasing process was completed and the product was at Headquarters, it would be one week before it could be utilized. Ms. Dawson further added that the Department had already started pre-working the data it wished to compile and use. She believed it would take at the most two weeks to ensure that everything was up and running on the Department's systems.

Commissioner Goldman asked if the product required coding by staff so that it was operational. Ms Dawson responded in the negative and stated that the software could be used straight out of the box. Commissioner Goldman wanted Ms. Dawson to describe these out-of-the-box scenarios. Ms. Dawson responded that the scenarios were the four projects she had mentioned earlier in the presentation, and that the Department believed it can do them without additional coding.

Commissioner Conroy had heard a concern expressed by an individual in the Department of Public Health that there was a potential for false positives being reported through the use of this system. He added that he had also been advised that tracking a contagious disease or bio-terrorism was a function of the Health Department. Ms. Dawson responded that the Department of Public Health actually uses SAS and the Fire Department has no intent to supplant any of their work. The Department is trying to evaluate how it best can use its resources because it is the first responder and then would hand off cases to the Department of Public Health.

Commissioner Goldman wished to know who was most responsible for establishing a relationship for reviewing the product and, also, interacting with SAS. Chief Hayes-White responded that it was through the Deputy Chief of Administration's Office and his staff, which included the Chief Financial Officer and the MIS Director. Commissioner Goldman wanted to know which individual specifically had been most responsible for interacting with personnel at SAS. Ms. Dawson responded that it was a combination of Jesus Mora, herself and Lieutenant Storti.

Commissioner Goldman wished to ask specific questions of Lieutenant Storti since he believed that he championed the product. Chief Hayes-White stated that she will allow this exchange but she felt it was not appropriate to characterize Lieutenant Storti's role since he was part of a team and that had been tasked with evaluating and analyzing the search for the best product for the Department.

Commissioner Goldman began questioning Lieutenant Storti about his product search, use of SAS and, also, his relationship with the vendor. He asked him if he had had any direct services or favors provided by SAS. Chief Hayes-White objected to Commissioner Goldman's line of questioning. She found it disrespectful and considered this not to be the proper forum for such questions. Furthermore, she would not allow it to continue.

Commissioner Goldman asked Deputy City Attorney Baumgartner if he must stop the questioning. She responded that according to the Charter, the Commission acts through the Department head, and he should pose such questions to her and ask her to provide the information. Commissioner Conroy added clarification by stating that if Commissioner Goldman wished to have questions answered by Lieutenant Storti, he should direct the

questions to the Chief and the Chief can either answer them herself or direct Lieutenant Storti to answer them.

Commissioner Goldman asked the Chief that he wished to know if any direct or indirect compensation, services, favors or anything, while pursuing this contract and the possibility of the contract, had taken place between Lieutenant Storti and SAS. Chief Hayes-White responded that she would look into the matter.

Commissioner Goldman had further questions on the licensing agreement and product maintenance to which Ms. Dawson responded.

Commissioner Conroy stated that he had reviewed the SAS material and had some information on SIREN and wanted to know if the two products were mutually exclusive or could they be used with the City's other software programs. Ms. Dawson responded that SAS can do planning and SIREN has a planning module which is very specifically oriented towards ambulance deployment but buying SAS would not preclude a purchase of SIREN.

Commissioner Conroy asked that since SIREN is a real-time module could it be used in the Emergency Communications Department and could it interface with CAD (Computer Aided Dispatch). Ms. Dawson responded that quite a bit of work would be required but a bridge could be built between CAD and SIREN. She added that both products are proprietary software and the companies would need to work together.

Commissioner Conroy asked if the real-time aspect of SIREN is in use anywhere in the world. Ms. Dawson responded that it is very new and it is undergoing testing in Toronto. She stated that SIREN was designed as a planning tool for EMS agencies whereby SAS is a general tool used for planning and modeling for a variety of different applications.

Commissioner Nakajo wished to know that if the Commission did not approve the purchase at this meeting what would be the consequences, such as jeopardizing funding and operational impact. Ms Dawson responded that it will not jeopardize funding but it will delay the Department. Any delays would have an impact on the tight procurement timelines with Homeland Security funds.

Commissioner Goldman wished to know if the Homeland Security grant specifically stated SAS or a product that does certain things. Ms. Dawson responded that the Homeland Security grant did not specify SAS but the Department would have less of likelihood to be funded for a product that only covered apparatus placement. She did not believe that Homeland Security was concerned with real-time operational day-to-day issues. They are concerned about the planning and exercise component.

Commissioner Goldman was further concerned about any programming that may be necessary to make the product fully operational, since some of the modules that the Department planned to purchase did not strike him as out-of the-box products. Ms. Dawson responded that these were all products that link to the Base SAS product and allow it to interface with different components of data. Furthermore, there would be very limited programming needed to make it operational, and the Department currently does this. Ms. Dawson emphasized that there is nothing in this software that the Department is proposing to buy that can not be easily accomplished with existing staff resources.

PUBLIC COMMENT
Scott Campbell, M.D., stated that he had been put in charge by Mayor Newsom of the

Ambulance Diversion Task Force and had spent four months analyzing Fire Department data; one of the conclusions was that better information flow, from the initial 911 call all the way through deployment, would be of benefit to the City. From this came a search for the best operations software model that could be used to look at resource deployment based on historical data and that is how SIREN software was introduced into the debate. He had doubts that SAS could answer questions that he wished to see answered as a public policy person in the medical community. He found the ongoing debate lively and hoped it continued, both in the City's best interest and in the interest of patient care.

John Hanley, referring to resource deployment, stated that even if the Department uses sophisticated software but when the firehouses are structurally not sound and the slide-up doors don't go up, the engines, trucks and ambulances can not respond. Eventually, after some mechanically competent employees work on the doors, the apparatus would be able to respond. Furthermore, a simple message on radio and television asking firefighters to report to duty during the Loma Prieta had close to 400 members respond within an hour.

John Darmanin, referring to the software licensing agreement, was concerned that the Commission would be approving only a draft with little specific information and that there were a number of items, such as the charges for maintenance and support services, which seemed to be open ended and lacking explanation. In addition, he was concerned that it was a sole source type of purchase.

Commissioner Conroy expressed his preference to table the item to another meeting and asked if any of the Commissioners wished to vote now.

Commissioner Goldman stated that he wished to vote on the measure. He believed that for the two purposes presented by the Department in its presentation, starting with emergency vehicle resource optimization that SIREN would be a better product for the Department. He saw nothing that contradicts the idea that SIREN could provide both modeling and real-time projections of utilization not only for EMS but also for suppression equipment. It seemed a questionable use of money if all that SAS can provide is the rate of return of recall personnel and, even there, Mr. Hanley raised a question. As far as water distribution in emergency and in mass casualty disaster situations, it has been an ongoing historical problem in San Francisco to which the Department should already have better data and better answers. He believed that with this grant funding the Department should purchase SIREN. The Department had mentioned an opportunity for ECD to purchase SIREN at a future date and he believed that discussion should center on a combination purchase of both software programs, with SAS designated for personnel recall and water distribution needs.

Commissioner Conroy voiced his concern on two items, namely the seeming open-endedness of the SAS contract and the question of sole sourcing, and he wished the Department to respond to these. In view of this, Commissioner Conroy moved to table item 3.C. Purchase and Licensing Agreement. Commissioner Nakajo seconded. The motion passed by a vote of 2 to 1, with Commissioner Goldman opposed.

D. Presentation – Division of Fire Prevention & Investigation *[Discussion]*

Paul Chin, Assistant Deputy Chief, Fire Marshal

(Note: This item was continued to the meeting of May 26, 2005.)

5. PUBLIC COMMENT

John Darmanin commented that he would have preferred a vote on the SAS software item instead of it being tabled. There were enough questions and criticism raised to demonstrate that it is not a good fit for the Department. He believed this would have sent a message that perhaps the Department should be looking elsewhere, instead the message was: go back and keep repackaging it until it is successful.

6. **ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 9:05 p.m.

Tania Bauer
Secretary

Proposal to Purchase the SAS Software Suite

Fire Commission

April 28, 2005

Why is the SFFD Asking for Approval to Purchase the SAS Software Suite?

- SFFD identified the need for a software tool to model scenarios for disaster planning
- Homeland Security grants allowed cities to apply and receive funding for this type of planning tool
- Staff evaluated various software packages and selected the SAS Software Suite as the product that met the Department's needs for homeland security analysis
- To purchase SAS, the Department will need to negotiate and enter into a licensing agreement. The estimated value of software purchase is $255,650, requiring Commission approval

What are the benefits of the SAS Software Suite?

- SAS is one of the best statistical software packages and is used by universities and government agencies across the world
- SAS is a broad-based software tool that can be used to explore a variety of problems, from predicting outcomes or values to optimizing the location of resources
- SAS offers an operational research software module that can be used to identify the most effective solution to a given scenario
- SAS provides interfaces to other products, such as the ESRI ArcView mapping software used by San Francisco

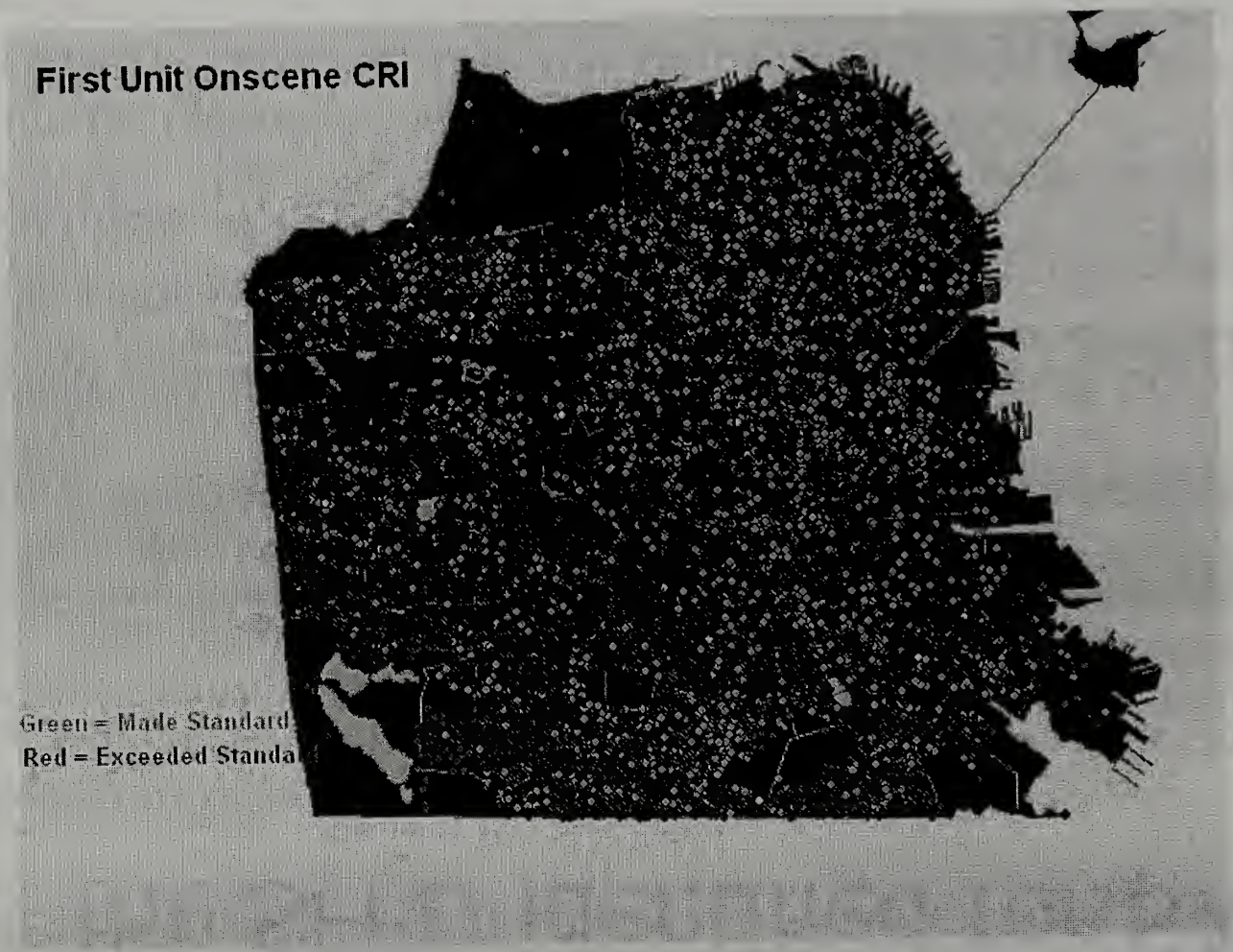
Who at the SFFD will use SAS?

- The homeland security, information systems, finance, and operations staff will work as a team on proposed case studies as well as develop new research scenarios
- The Department has authority to hire a statistician to assist with the compiling of data and the designing and running the models using the software modules

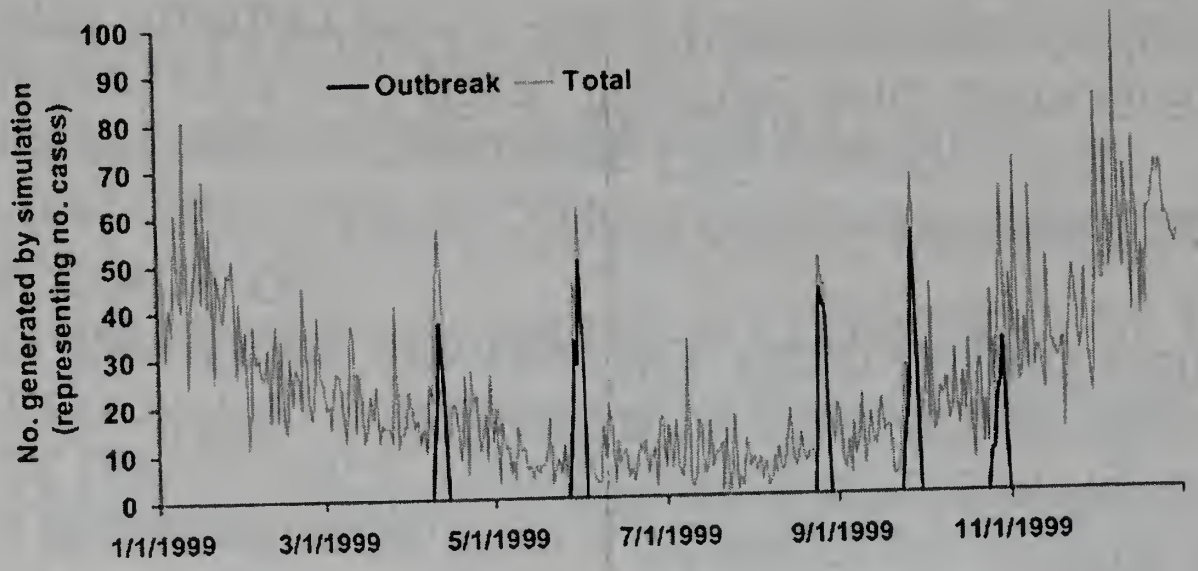
What Homeland Security projects has the SFFD identified for SAS?

- Emergency Vehicle Resource Optimization
  - Evaluate and model the potential response time to emergencies of the various Department apparatus (Engines, Trucks, Ambulances, Captain's and Chief's Vehicles) from fire stations or other staging locations
  - Determine, number, type, and optimum placement of apparatus under various emergency scenarios
- Statistical Testing and Surveillance of Emergency Dispatch and Reporting
  - Use call type data to establish a baseline of information. Compare historic to real time call data to detect anomalies and identify a terrorist event in the earliest possible stage.
- Expected Rate of Return for Recalled Personnel
  - Input work schedules and address information to estimate rate of return for recalled personnel under various conditions
- Project Needs for Water Distribution under Emergency Conditions
  - Use data from the capacities of the municipal and AWSS water systems, surface hose line capacity, and topographical information to project infrastructure and equipment needs in various locations across the City

Sample: SFFD Response Times
Combining Statistics and Geographical Information



Sample: Real Time Statistical Surveillance of Call Data



SAS Case Studies

- **Ohio Department of Natural Resources (ONDR)**
- "SAS is the backbone of our intelligence architecture. In terms of taking data, manipulating it, cleaning it, storing it and performing advanced analyses, it's all done in SAS." - ***Ken Fritz***, Deputy CIO, Ohio Department of Natural Resources
- ODNR has used SAS to build its Recreational User Data Warehouse, which combines GIS (geographic information system) data, lifestyle and demographic data, and hunting and fishing license sales. Wildlife Division managers can tell which individuals tend to buy fishing licenses year after year, which are more likely to purchase one in conjunction with a camping and fishing package deal, and which might respond to programs that teach intermediate outdoor skills.

SAS Case Studies

- **U.S. Environmental Protection Agency**
- SAS provides the EPA regional offices broad access to a common set of analysis tools that helps analysts avoid duplicating work.
- With SAS, analysts can produce results on the fly and on demand, using a collection of tools that plot, map and produce spreadsheets. "We don't have to spend a lot of time programming," the EPA explains. "Instead, we can go in and generate what we need and spend our time discussing what it means."

SAS Case Studies

- **National Aeronautics and Space Administration (NASA)**
- ArcGIS and SAS helped NASA define and map the shuttle debris path. The software enabled the team to quickly predict key debris lines for the shuttle's materials, as well as the areas surrounding the predicted path, providing accurate and reliable results for the search crews.
- "We used SAS because we needed more advanced analysis tools than a spreadsheet program could provide us. Combining ArcGIS with SAS enabled fast, efficient analysis and provided us with significant advancement in the statistical analysis of spatial data."

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

A. Conroy, *President*
nen A. Nakajo, *Vice President*
marie Fernández-Pifer, *Commissioner*
Clarke, *Commissioner*
glas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

05-28

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 28, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer (Excused due to illness)
Commissioner Clem Clarke (Excused 8:30 p.m.)
Commissioner Douglas E. Goldman, M.D. (Arrived 6:40 p.m.)

Joanne M. Hayes-White	Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Frank T. Cardinale	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of April 14, 2005.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

PUBLIC COMMENT
John Darmanin complained that the description of his public comment in the minutes was too short and no further public comment had been allowed. To this end, he had filed a Complaint with the Sunshine Task Force and was confident that it would be upheld.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. John Darmanin requested that Items A through B be removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Appointment
Reporting the following PERMANENT appointment effective *FEBRUARY 13, 2005:*

H3 Firefighter/Paramedic

Kimberly K. Chocker

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Sanchez, Federico J.	0150 Deputy Chief, Operations	Service	Apr. 09, 2005
McCaffrey, James	H33 Captain, EMS	Service	Apr. 01, 2005
Kehoe, Robert E.	H22 Lieutenant, BFP	Service	Apr. 07, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of May 26, 2005)

Leaves
Reporting leave of absence with pay for Captain James Lee for four days, April 11 through April 14, 2005, in order to travel to Charleston, South Carolina, to review specifications for Department apparatus. All expenses will be incurred by American LaFrance. Captain Lee will not be replaced.

Reporting leave of absence with pay for Lieutenant Erica Arteseros, for four days, May 10 through May 13, 2005, in order to attend the Pacific Cluster Senior Corps Conference. There is no cost to the Department. The grant from CNCS will pay for the expenses of the class, and transportation/lodging. Lieutenant Arteseros will not be replaced.

Reporting leaves of absence with pay for the time period from January 2005 through July 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1446 Secretary II	5
1	7388 Utility Plumber	88
14	H2 Firefighter	456
4	H3 Firefighter/Paramedic	56
3	H20 Lieutenant	24
1	H40 Battalion Chief	8
	Total Number of Days with Pay	637

Reporting intermittent leaves with pay for the time period from February 2005 through April 2006 for the following:

No. of Members	*Rank*	*Dates of leave*

1	H2 Firefighter	May 1, 2005 – April 30, 2006
1	H2 Firefighter	Feb 15, 2005 – Feb 14, 2006
1	H2 Firefighter	May 22, 2005 – Mar 17, 2006
1	H2 Firefighter	June 27, 2005 – Apr 30, 2005
1	H2 Firefighter	Mar 23, 2005 – Aug 7, 2005
1	H2 Firefighter	Mar 20, 2005 – Mar 20, 2006
1	H2 Firefighter	April 19, 2005 – June19, 2005
1	H2 Firefighter	June 11, 2005 – Sept. 30, 2005
1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	June 2, 2005 – March 1, 2006
1	H2 Firefighter	Mar 23, 2005 – June 27, 2005
1	H2 Firefighter	July 24, 2005 – Apr. 29, 2006
1	H6 Investigator	April 7, 2005 – April 6, 2006
1	H20 Lieutenant	Mar 16, 2005 – July 31, 2005
1	H20 Lieutenant	Feb 14, 2005 – Feb 14, 2006
1	H20 Lieutenant	April 11, 2005 – April 11, 2006
1	H20 Lieutenant	April 11, 2005 – July 11, 2006
1	H22 Lieutenant	Mar 30, 2005 – Mar 30, 2006
1	H40 Battalion Chief	April 6, 2005 – Oct 6, 2005

Reporting leaves of absence without pay for the time period from March 2005 through October 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	1450 Executive Secretary I	95
1	H1 Fire Rescue Paramedic	9
1	H2 Firefighter	36
1	H3 Firefighter Paramedic	58
	Total number of Days w/o Pay	247

Military Leave
Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent SSGT, E-5	H2 FF	04-06-05 thru 04-10-05	5	US Army Res. Moffett Field, CA	Attend Active Duty Training

PUBLIC COMMENT
John Darmanin requested that the Airport training records be provided to him and the public. He suggested that no records of training are being kept currently due to allegations that previous records had been fraudulent.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from April 7, 2005, through April 21, 2005:

1. From John Hanley, President, San Francisco Firefighters Local 798, inviting the Commission to Station 6 for a presentation by PG&E of a full set of rescue

equipment to the Department. Copy: Commissioners and Chief of Department.

PUBLIC COMMENT

John Darmanin was concerned that only letters complimentary to the Department and the Commission were recorded and attached to the minutes. He suggested that all letters should be published with the minutes on the Commission's website as PDF files.

Commissioner Conroy, referring to a communication received about the Physical Ability Test (PAT) for the newly created tier of paramedic and EMT positions, wished to know if there was a national standard for these positions and if a PAT was being developed for them by the Department. Chief Hayes-White responded that a test is under development and is based on jurisdictions that are similar to San Francisco in makeup and geography.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Joanne Hayes-White, Chief of Department, announced that May 9, 2005, the 110th class of H2 probationary firefighters will be entering the fire academy for 12 weeks of training with an anticipated graduation on July 29th.

Chief Hayes-White noted that April is considered the specialized training month and training consists of daily drills, captain's drills, redcap drills and exercises, water rescue drills and mutual aid drills and Airport personnel is required to participate in in-service training drills. In addition, approximately 100 employees from the Airport are in the process of undergoing the required live fire training in Salt Lake City.

Furthermore, Chief Hayes-White noted that she and Chief Massetani were working on updating the *Substance Abuse Policy* manual. It should be finalized shortly and includes the updated substance abuse policy and, also, incorporates a provisions for random drug testing, post-accident testing and reasonable suspicion testing.

Chief Hayes-White informed the Commission that she will be attending two conferences, namely, leadership and ethics in the fire service and the second one being the Metro Conference in San Antonio, Texas. She will provide a full report at the next Commission meeting.

Chief Hayes-White recounted a number of events in which she and the Department participated: (1) commemoration at Lotta's Fountain on April 18th of the 1906 earthquake; (2) receipt of a donation on April 18th from PG&E of state of the art equipment- saws, generators, lighting and rescue equipment – commemorating the date and for use in the event of a large-scale disaster; (3) a successful NERT drill at the Marina Middle School with 250 – 300 NERT- trained volunteers demonstrating three evolutions of a cribbing and shoring exercise, a first aid exercise and a search and rescue exercise; and (4) marching with Commissioners Nakajo and Conroy in the Cherry Blossom parade which was coordinated by the Asian Firefighters Association.

In closing, Chief Hayes-White wished to relate an event for which she believed the Department does not get enough acknowledgement and yet members perform such work on a regular basis. She related that the event was a cardiac arrest which had outstanding response times: Engine 8 arriving in 2 minutes and 38 seconds, Medic 8 arriving in 2 minutes and 25 seconds and RC 1 arriving 3 minutes and 31 seconds. The patient, a 48-year old male, was in extremely grave condition with no pulse, but by the time he arrived at SF General Hospital, due to the excellent work of the crews in the field, he was awake and talking and had a full recovery. Chief Hayes-White stated that she was very proud of the work that is done by the Department.

REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, informed the Commission that on April 14th, he, Chief Hayes-White and CFO Julia Dawson had presented to the Budget Committee of the Board of Supervisors the budget report for the remaining FY 2004-05 and the budget for FY 2005-06. The Department had achieved the requested $3.1 million mid-year reduction for the current fiscal year.

Chief Massetani noted that for FY 2005-06, the Supervisors were proposing certain reductions that had been previously discussed, such as, (1) reducing battalion chiefs to six; (2) eliminating the officers for the fireboat; (3) eliminating the second captain spot in double companies; (4) civilianizing the Bureau of Equipment; and (5) civilianizing the Assignment Office. The Department still has a shortfall of approximately $500,000 in the FY 2005-06 budget, but negotiations are continuing with the Mayor's Budget Office.

Representatives from the Department are meeting with San Francisco Firefighters Local 798 on the substance abuse policy and random drug testing, with negotiations going well. The union has suggested that a type of wellness program and an education factor be included.

In closing, Chief Massetani informed the Commission that an RFP (Request for Proposal) to provide EMS billing had been released and 12 to 15 vendors had responded and would be bidding. The bid is for a four-year contract, with two two-year extension, with a possible implementation date of January 1, 2006.

Discussion ensued with Commissioners asking questions and Chief Massetani responding.

Commissioner Nakajo wished clarification on the shortfall for FY 2005-06. Chief Massetani explained that the Department had started with a shortfall of $1.6 million but has been able to reduce to $400 to $600,000. Commissioner Nakajo also wished to know the staffing in the Assignment Office and the Bureau of Equipment. Chief Massetani responded that the budget is for three Lieutenants in the Assignment Office and for eight H2 firefighters, a captain and part of an Assistant Deputy Chief.

Commissioner Conroy wished clarification on how many captains where assigned to a fire station. Chief Massetani responded that each company had a captain, for instance, if there was an engine and a truck in the fire station, each company would have a captain that was responsible for the apparatus for all three shifts. The Board of Supervisors wished to eliminate the second captain and only have one for each fire station. He explained that there was a great inequity in this since a station that had a single engine company would have a total of 12 to 14 personnel for whom the captain would be responsible, whereas a station with an engine, a truck and a medic or rescue unit would

have up to 60 people.

PUBLIC COMMENT

John Darmanin, referring to the previous discussion, noted that the Board wished to eliminate the captain's position and replace it with a lieutenant's, and not eliminate totally an officer's position. He also suggested that the lieutenant's test be given prior to the captain's test since acting captain's are officers already but acting lieutenants come directly from the rank of firefighter.

John Hanley, President, San Francisco Firefighters Local 798, stated that the union is working with the Department on the drug and alcohol policy and wishes to develop a policy that fits both the needs of the San Francisco Fire Department and the men and women represented by Local 798.

Commissioner Goldman wished to know what makes this cities' needs, regarding whether people are working under the influence of some drug, any different from any other community or workplace.

Mr. Hanley explained that he referred to prescription drugs for relief of pain whereby a firefighter could still work but the prescription label warned not to drive or operate heavy machinery. His statement referred to discussions on this item with the Department and did not in any way condone being under the influence of drugs or alcohol.

Commissioner Goldman stated that he still did not perceive what made San Francisco unique in this aspect since medications, such as Codeine and Flexiril, are being prescribed for the workplace across America. He still did not understand Mr. Hanley's comment and, if it still presented a stumbling block in negotiations, perhaps, the Chief could elucidate it some time in the future.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. Leaves of Absence *[Action]*

1. Submitted request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for one day (May 2/May 3, 2005), in order to attend the California Public Safety Leadership & Ethics Program sponsored by the California Office of the State Fire Marshal, the Community College Chancellor's Office, Public Safety Advisory Committee, Commission on Peace Officer Standards and Training, and the California Fire Chiefs' Association. The conference will be held in Ontario, California, on May 2 and May 3, 2005. There is no cost to the Fire Department. Transportation, meals and lodging are paid for by the sponsoring parties.

2. Submitted request for leave of absence with pay from Chief of Department Joanne M. Hayes-White, for three days, May 9, May 10, and May 11, 2005, in order to attend the 2005 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs' in San Antonio, Texas. Funds for this trip are included in the 2004-05 approved budget.

PUBLIC COMMENT

John Darmanin, commenting on the absence of the Chief from the City and no Deputy Chief of Operations as yet in place, noted that placing a Deputy Chief of Administration with no field experience as an Assistant Chief in charge of the Department may not be

wise and suggested that naming an Assistant Chief to be in charge for that period would be a better option.

John Hanley pointed out that the day of the Loma Prieta earthquake the Chief of Department had been out of town and yet the Division Chiefs and Battalion Chiefs and the firefighters in the field did an outstanding job.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and the leaves of absence with pay were approved.

C. **Purchase and Licensing Agreement** ***[Action]***

Submitting for approval the purchase of SAS software at a cost of $255,650, and authorizing Chief of Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

Julia Dawson, Chief Financial Officer, informed the Commission that the original purpose for the purchase of SAS software was for the Department to have a software tool that models scenarios for disaster planning. Under the Homeland Security funds that the Department had previously applied for, this type of planning tool was an eligible grant expense. After evaluating the Department's perceived need and researching a number of products, the Department decided that the SAS software suite would have the broadest application in terms disaster planning scenarios. In order to purchase the product, the Department needed to negotiate and enter into a licensing agreement with SAS. Negotiations will continue until the City and the company can come to a mutual agreement. The cost of the software is $255,650.

Ms. Dawson reviewed the perceived benefits of this particular software package. SAS: (1) is one of the best and most commonly used statistical software packages and is used extensively by universities and government agencies; (2) is a broad-based tool that can solve a variety of problems and is used to predict outcomes in a variety of statistical analyses; (3) is an operations research tool which can optimize location of resources; (4) has a base statistical package with numerous add-on modules which can be used to evaluate different scenarios; and (5) has an interface with ESRI which is the mapping software that is the City standard and is used for all base map data for all city agencies. Ms. Dawson pointed out that under this grant, the Department has the ability to hire a statistician to provide support and run simulations and help compile data.

Ms. Dawson outlined four projects that the Department wished to start using SAS. (1) The Department would like to evaluate and model response times to a variety of different emergencies, whether it is an engine, truck, ambulance, chief's vehicles, or fire scene vehicles from fire stations or other staging areas. (2) Another project would entail statistical testing and surveillance of dispatch calls. There is an extensive history of call volumes but previously it could not be compiled in one place and the past could not be compared with the present. (3) A third project would deal with the recall rate of personnel. The Department is aware that in an emergency situation a lot of field personnel, who are not on duty at the time, would have to be recalled to assist in a disaster. There is no tool available that can identify the expected rate of return and how non-functioning infrastructure issues would impact this. (4) A fourth project is related to water distribution and the capacity of the water supply in disasters, such as earthquakes, the potentials for failure and what can be done with strategic planning and investment to improve the ability to respond.

Ms. Dawson provided examples of how SAS has been used by other government entities,

including the state of Ohio, the Environmental Protection Agency and NASA, whether compiling a large amount of data or using the mapping module for an innovative application.

(Note: A copy of Ms. Dawson's presentation is attached)

Discussion ensued with Commissioners asking questions and Ms. Dawson, Chief Hayes-White and staff responding

Commissioner Goldman posed numerous questions to Ms. Dawson. Following are some of the highlights. He asked Ms. Dawson to explain what kinds of disasters are planned by SAS and what is unique about the disaster scenarios it models. Ms. Dawson responded that the disasters planning scenarios are not unique but that the Department had a particular need to view disasters that it must respond to, whether they are an earthquake, a chemical attack, a release of a biological agent, a bomb or a structural collapse. The Department wished to use this tool to amass data to understand how the Fire Department's resources should be allocated to meet that response most effectively. She added that the Department wished to model various scenarios that might happen so that when a real disaster occurs, the Department will be more knowledgeable on how to deploy resources.

Commissioner Goldman wished to know if it would not be of greater benefit to have software in real-time that can rapidly deduce the changes that are occurring and immediately pinpoint where to place resources rather than speculation based on modeling that probably will not occur as modeled. Ms. Dawson responded that there is a place for real-time simulation but there are also places where planning tools are appropriate. She did not believe that they are mutually exclusive and there is a need for both.

Commissioner Goldman asked if a real-time tool could also be programmed with different data to show different contingencies that could serve as a modeling tool. Ms. Dawson responded that it would be possible but it would have to be broad enough to cover the Homeland Security issues that the Department is interested in; she did not believe there was a real-time tool that could accomplish this.

Commissioner Goldman wanted to know what the Homeland security issues were that the Department was interested in. Ms Dawson responded that there are issues of a building structural collapse, the after effects of explosions and other terrorist incidents that can be modeled and relied upon. Commissioner Goldman considered these to be multi-casualty incidents and the first consideration should be how many patients need assistance and then further issues of severity of injury. He believed that the Department can respond with equipment and personnel and provide services regardless of the type of incident. How many need to respond is based upon the number of patients and because it has the title of terrorist incident does not change what is needed. He believed what would be most valuable would be a system that can instantaneously direct resources to the scene. Ms. Dawson responded that she was not sure that an instantaneous tool could be readily available at a time of disaster when ten to twenty different items are being worked on at once and it would serve some purpose to have it planned out. She added that while a medical response is an important part of the fire service, modeling medical outcomes was not the only item that the Department is considering in a software program.

Commissioner Goldman noted that there is great concern for disasters but the Department deals with fires and medical emergencies on a daily basis and far more damage is done by regular types of daily events and to him this indicated a greater need.

He supported the idea of the Department wanting to plan, whether for disasters or every day needs.

Commissioner Goldman wished to know when full implementation of SAS was scheduled to occur. Ms. Dawson responded that the Commission's approval was needed first, and then the licensing agreement would have to be negotiated. Chief Hayes-White added that once the purchasing process was completed and the product was at Headquarters, it would be one week before it could be utilized. Ms. Dawson further added that the Department had already started pre-working the data it wished to compile and use. She believed it would take at the most two weeks to ensure that everything was up and running on the Department's systems.

Commissioner Goldman asked if the product required coding by staff so that it was operational. Ms Dawson responded in the negative and stated that the software could be used straight out of the box. Commissioner Goldman wanted Ms. Dawson to describe these out-of-the-box scenarios. Ms. Dawson responded that the scenarios were the four projects she had mentioned earlier in the presentation, and that the Department believed it can do them without additional coding.

Commissioner Conroy had heard a concern expressed by an individual in the Department of Public Health that there was a potential for false positives being reported through the use of this system. He added that he had also been advised that tracking a contagious disease or bio-terrorism was a function of the Health Department. Ms. Dawson responded that the Department of Public Health actually uses SAS and the Fire Department has no intent to supplant any of their work. The Department is trying to evaluate how it best can use its resources because it is the first responder and then would hand off cases to the Department of Public Health.

Commissioner Goldman wished to know who was most responsible for establishing a relationship for reviewing the product and, also, interacting with SAS. Chief Hayes-White responded that it was through the Deputy Chief of Administration's Office and his staff, which included the Chief Financial Officer and the MIS Director. Commissioner Goldman wanted to know which individual specifically had been most responsible for interacting with personnel at SAS. Ms. Dawson responded that it was a combination of Jesus Mora, herself and Lieutenant Storti.

Commissioner Goldman wished to ask specific questions of Lieutenant Storti since he believed that he championed the product. Chief Hayes-White stated that she will allow this exchange but she felt it was not appropriate to characterize Lieutenant Storti's role since he was part of a team and that had been tasked with evaluating and analyzing the search for the best product for the Department.

Commissioner Goldman began questioning Lieutenant Storti about his product search, use of SAS and, also, his relationship with the vendor. He asked him if he had had any direct services or favors provided by SAS. Chief Hayes-White objected to Commissioner Goldman's line of questioning. She found it disrespectful and considered this not to be the proper forum for such questions. Furthermore, she would not allow it to continue.

Commissioner Goldman asked Deputy City Attorney Baumgartner if he must stop the questioning. She responded that according to the Charter, the Commission acts through the Department head, and he should pose such questions to her and ask her to provide the information. Commissioner Conroy added clarification by stating that if Commissioner Goldman wished to have questions answered by Lieutenant Storti, he should direct the

questions to the Chief and the Chief can either answer them herself or direct Lieutenant Storti to answer them.

Commissioner Goldman asked the Chief that he wished to know if any direct or indirect compensation, services, favors or anything, while pursuing this contract and the possibility of the contract, had taken place between Lieutenant Storti and SAS. Chief Hayes-White responded that she would look into the matter.

Commissioner Goldman had further questions on the licensing agreement and product maintenance to which Ms. Dawson responded.

Commissioner Conroy stated that he had reviewed the SAS material and had some information on SIREN and wanted to know if the two products were mutually exclusive or could they be used with the City's other software programs. Ms. Dawson responded that SAS can do planning and SIREN has a planning module which is very specifically oriented towards ambulance deployment but buying SAS would not preclude a purchase of SIREN.

Commissioner Conroy asked that since SIREN is a real-time module could it be used in the Emergency Communications Department and could it interface with CAD (Computer Aided Dispatch). Ms. Dawson responded that quite a bit of work would be required but a bridge could be built between CAD and SIREN. She added that both products are proprietary software and the companies would need to work together.

Commissioner Conroy asked if the real-time aspect of SIREN is in use anywhere in the world. Ms. Dawson responded that it is very new and it is undergoing testing in Toronto. She stated that SIREN was designed as a planning tool for EMS agencies whereby SAS is a general tool used for planning and modeling for a variety of different applications.

Commissioner Nakajo wished to know that if the Commission did not approve the purchase at this meeting what would be the consequences, such as jeopardizing funding and operational impact. Ms Dawson responded that it will not jeopardize funding but it will delay the Department. Any delays would have an impact on the tight procurement timelines with Homeland Security funds.

Commissioner Goldman wished to know if the Homeland Security grant specifically stated SAS or a product that does certain things. Ms. Dawson responded that the Homeland Security grant did not specify SAS but the Department would have less of likelihood to be funded for a product that only covered apparatus placement. She did not believe that Homeland Security was concerned with real-time operational day-to-day issues. They are concerned about the planning and exercise component.

Commissioner Goldman was further concerned about any programming that may be necessary to make the product fully operational, since some of the modules that the Department planned to purchase did not strike him as out-of the-box products. Ms. Dawson responded that these were all products that link to the Base SAS product and allow it to interface with different components of data. Furthermore, there would be very limited programming needed to make it operational, and the Department currently does this. Ms. Dawson emphasized that there is nothing in this software that the Department is proposing to buy that can not be easily accomplished with existing staff resources.

PUBLIC COMMENT
Scott Campbell, M.D., stated that he had been appointed as chairman of the Ambulance

Diversion Task Force by legislation passed by the Board of Supervisors and had spent four months analyzing Fire Department data; one of the conclusions was that better information flow, from the initial 911 call all the way through deployment, would be of benefit to the City. From this came a search for the best operations software model that could be used to look at resource deployment based on historical data and that is how SIREN software was introduced into the debate. He had doubts that SAS could answer questions that he wished to see answered as a public policy person in the medical community. He found the ongoing debate lively and hoped it continued, both in the City's best interest and in the interest of patient care.

John Hanley, referring to resource deployment, stated that even if the Department uses sophisticated software but when the firehouses are structurally not sound and the slide-up doors don't go up, the engines, trucks and ambulances can not respond. Eventually, after some mechanically competent employees work on the doors, the apparatus would be able to respond. Furthermore, a simple message on radio and television asking firefighters to report to duty during the Loma Prieta had close to 400 members respond within an hour.

John Darmanin, referring to the software licensing agreement, was concerned that the Commission would be approving only a draft with little specific information and that there were a number of items, such as the charges for maintenance and support services, which seemed to be open ended and lacking explanation. In addition, he was concerned that it was a sole source type of purchase.

Commissioner Conroy expressed his preference to table the item to another meeting and asked if any of the Commissioners wished to vote now.

Commissioner Goldman stated that he wished to vote on the measure. He believed that for the two purposes presented by the Department in its presentation, starting with emergency vehicle resource optimization that SIREN would be a better product for the Department. He saw nothing that contradicts the idea that SIREN could provide both modeling and real-time projections of utilization not only for EMS but also for suppression equipment. It seemed a questionable use of money if all that SAS can provide is the rate of return of recall personnel and, even there, Mr. Hanley raised a question. As far as water distribution in emergency and in mass casualty disaster situations, it has been an ongoing historical problem in San Francisco to which the Department should already have better data and better answers. He believed that with this grant funding the Department should purchase SIREN. The Department had mentioned an opportunity for ECD to purchase SIREN at a future date and he believed that discussion should center on a combination purchase of both software programs, with SAS designated for personnel recall and water distribution needs.

Commissioner Conroy voiced his concern on two items, namely the seeming open-endedness of the SAS contract and the question of sole sourcing, and he wished the Department to respond to these. In view of this, Commissioner Conroy moved to table item 3.C. Purchase and Licensing Agreement. Commissioner Nakajo seconded. The motion passed by a vote of 2 to 1, with Commissioner Goldman opposed.

D. Presentation – Division of Fire Prevention & Investigation *[Discussion]*

Paul Chin, Assistant Deputy Chief, Fire Marshal

(Note: This item was continued to the meeting of May 26, 2005.)

5. PUBLIC COMMENT

John Darmanin commented that he would have preferred a vote on the SAS software item instead of it being tabled. There were enough questions and criticism raised to demonstrate that it is not a good fit for the Department. He believed this would have sent a message that perhaps the Department should be looking elsewhere, instead the message was: go back and keep repackaging it until it is successful.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:05 p.m.

Tania Bauer
Secretary

Proposal to Purchase the SAS Software Suite

Fire Commission

April 28, 2005

Why is the SFFD Asking for Approval to Purchase the SAS Software Suite?

- SFFD identified the need for a software tool to model scenarios for disaster planning
- Homeland Security grants allowed cities to apply and receive funding for this type of planning tool
- Staff evaluated various software packages and selected the SAS Software Suite as the product that met the Department's needs for homeland security analysis
- To purchase SAS, the Department will need to negotiate and enter into a licensing agreement. The estimated value of software purchase is $255,650, requiring Commission approval

What are the benefits of the SAS Software Suite?

- SAS is one of the best statistical software packages and is used by universities and government agencies across the world
- SAS is a broad-based software tool that can be used to explore a variety of problems, from predicting outcomes or values to optimizing the location of resources
- SAS offers an operational research software module that can be used to identify the most effective solution to a given scenario
- SAS provides interfaces to other products, such as the ESRI ArcView mapping software used by San Francisco

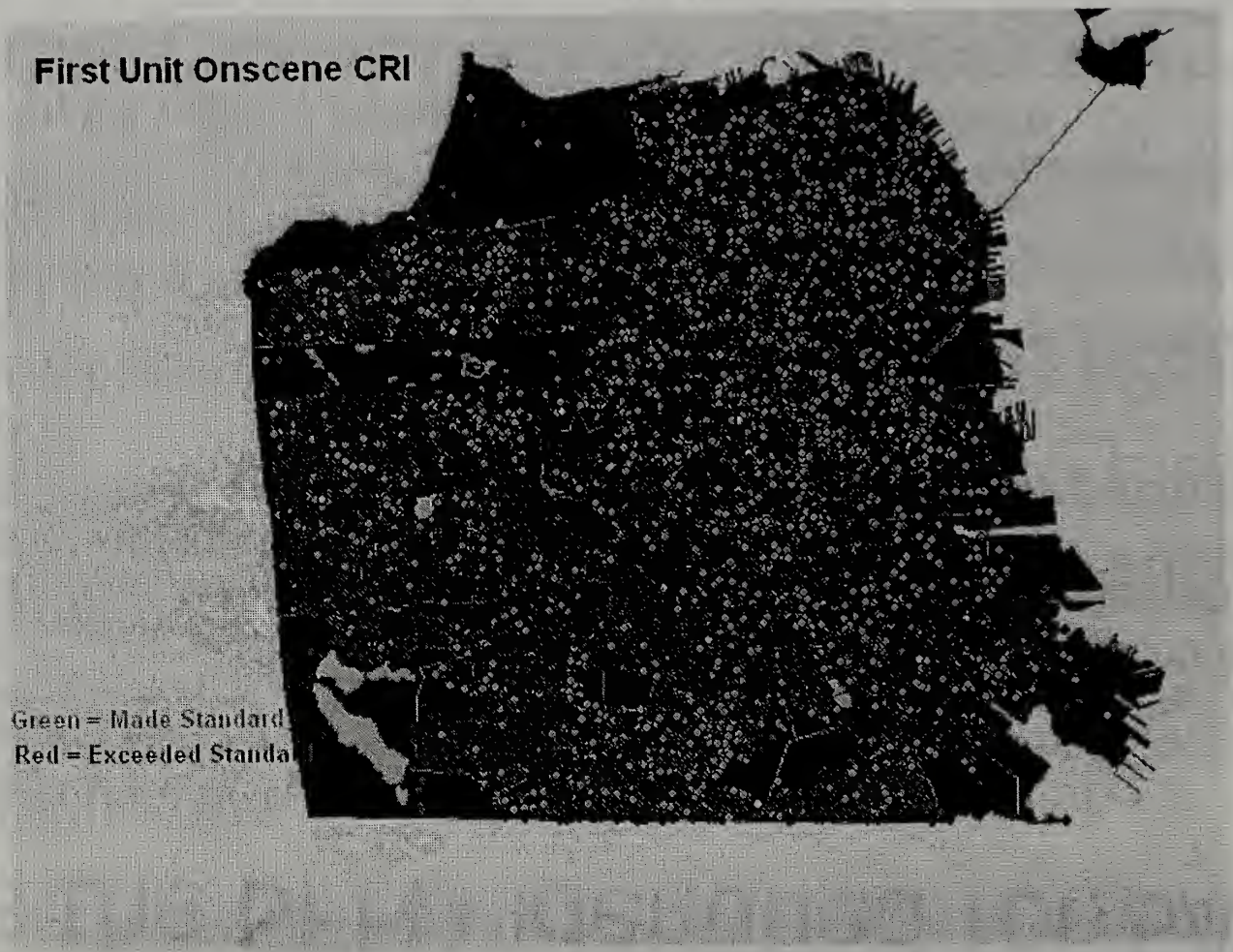
Who at the SFFD will use SAS?

- The homeland security, information systems, finance, and operations staff will work as a team on proposed case studies as well as develop new research scenarios
- The Department has authority to hire a statistician to assist with the compiling of data and the designing and running the models using the software modules

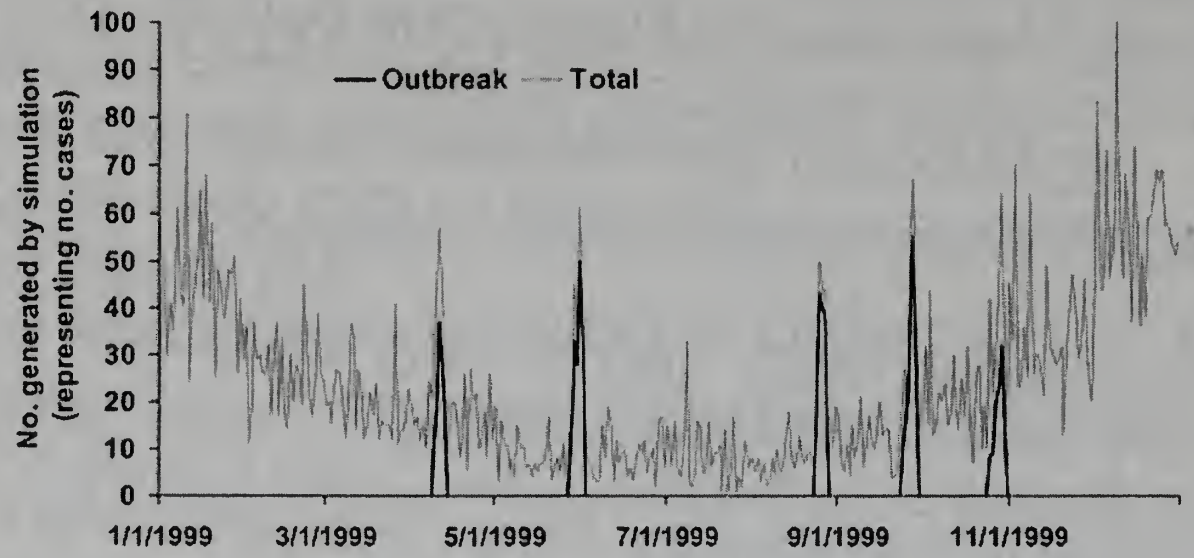
What Homeland Security projects has the SFFD identified for SAS?

- Emergency Vehicle Resource Optimization
  - Evaluate and model the potential response time to emergencies of the various Department apparatus (Engines, Trucks, Ambulances, Captain's and Chief's Vehicles) from fire stations or other staging locations
  - Determine, number, type, and optimum placement of apparatus under various emergency scenarios
- Statistical Testing and Surveillance of Emergency Dispatch and Reporting
  - Use call type data to establish a baseline of information. Compare historic to real time call data to detect anomalies and identify a terrorist event in the earliest possible stage.
- Expected Rate of Return for Recalled Personnel
  - Input work schedules and address information to estimate rate of return for recalled personnel under various conditions
- Project Needs for Water Distribution under Emergency Conditions
  - Use data from the capacities of the municipal and AWSS water systems, surface hose line capacity, and topographical information to project infrastructure and equipment needs in various locations across the City

Sample: SFFD Response Times
Combining Statistics and Geographical Information



Sample: Real Time Statistical Surveillance of Call Data



SAS Case Studies

- **Ohio Department of Natural Resources (ONDR)**
- "SAS is the backbone of our intelligence architecture. In terms of taking data, manipulating it, cleaning it, storing it and performing advanced analyses, it's all done in SAS." - ***Ken Fritz***, Deputy CIO, Ohio Department of Natural Resources
- ODNR has used SAS to build its Recreational User Data Warehouse, which combines GIS (geographic information system) data, lifestyle and demographic data, and hunting and fishing license sales. Wildlife Division managers can tell which individuals tend to buy fishing licenses year after year, which are more likely to purchase one in conjunction with a camping and fishing package deal, and which might respond to programs that teach intermediate outdoor skills.

SAS Case Studies

- **U.S. Environmental Protection Agency**
- SAS provides the EPA regional offices broad access to a common set of analysis tools that helps analysts avoid duplicating work.
- With SAS, analysts can produce results on the fly and on demand, using a collection of tools that plot, map and produce spreadsheets. "We don't have to spend a lot of time programming," the EPA explains. "Instead, we can go in and generate what we need and spend our time discussing what it means."

SAS Case Studies

- **National Aeronautics and Space Administration (NASA)**
- ArcGIS and SAS helped NASA define and map the shuttle debris path. The software enabled the team to quickly predict key debris lines for the shuttle's materials, as well as the areas surrounding the predicted path, providing accurate and reliable results for the search crews.
- "We used SAS because we needed more advanced analysis tools than a spreadsheet program could provide us. Combining ArcGIS with SAS enabled fast, efficient analysis and provided us with significant advancement in the statistical analysis of spatial data."

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Friday, April 29, 2005 – 3:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

1. **ROLL CALL**
   President , Paul A. Conroy, Hearing Officer

2. **SUSPENSION APPEAL HEARING** (continued from 3/31/05 and 4/19/05)
   In accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed his four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

   Section 906 – Response
   Section 2002 – Prompt Performance of Duties
   Section 2805 – Leadership
   Section 3905 – Unfamiliarity with Rules

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

   1. Public Comment on all matters pertaining to Closed Session
   2. Reconvene in Open Session
      a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
      b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-29

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APR 25 2005

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, May 5, 2005, 2005 - 9:00 AM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

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APR 25 2005

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1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman
Chief of Department	Joanne Hayes-White

2. **PUBLIC COMMENT**

Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST JAMES WARD, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter/Paramedic James Ward, dated March 24, 2005, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3916 – Unauthorized Absence from Stations
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3923 - Disobedience

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-30

SAN FRANCISCO FIRE COMMISSION

DRAFT
MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
May 12, 2005 – 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Douglas Goldman, M.D.

Commissioners Fernandez-Pifer and Clarke were excused.

2. **PUBLIC COMMENT**
There was no public comment

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**
In accordance with Section 4001 of the Rules and Regulations, Inspector Kaan Chin, Bureau of Fire Prevention, has appealed his eight-day suspension for the period September 29 – October 9, 2003. Inspector Chin was suspended for violation of the Rules and Regulations as follows:

Section 3923 – Disobedience
Section 3924 – Insubordination
Section 3915 – Proper Behavior
Section 3916 – Unauthorized Absence from Stations
Section 3905 – Unfamiliarity with Rules

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MAY 23 2005

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This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Vote on whether to hold Closed Session**
Commissioner Nakajo moved and Commissioner Conroy seconded. The motion was unanimously approved.

2. **Public Comment on all matters pertaining to Closed Session**
There was no public comment. The Commission went into closed session at 4:20 PM

3. **Reconvene in Open Session**
The Commission reconvened in open session at 5:45 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

   Commissioner Nakajo moved to report on action taken in closed session and Commissioner Goldman seconded. The motion was

unanimously approved.

Commissioner Conroy reported that the Commission, by unanimous vote, found Inspector Chin guilty of violating Section 3515 – Proper Behavior and Section 3905 – Unfamiliarity with Rules. The Commission found Inspector Chin not guilty of Section 3923 – Disobedience, Section 3924 – Insubordination and Section 3916 – Unauthorized Absence from Stations. The Department did not present evidence in support of those violations.

The Commission reduced the eight-day suspension to a suspension of four days.

Commissioner Goldman presented the recommendations of the Commission. The Commission agreed that there is concern when a member interacts with the public because he not only represents himself but also the Department and, therefore, the behavior exhibited at that time should be of the highest standard. But if a member is unclear or finds himself not always capable of interacting properly with the public, as it was in this situation, it should be addressed through training department-wide as well as training for Inspector Chin.

Furthermore, issues were raised about the methodology used by the Bureau of Fire Prevention in interacting with the public regarding events with vendors or others. There is also a need to review the process of how inspectors are assigned to certain events. The Department not only needs to review procedures and rules that are applicable but also timeliness in which those rules need to be mandated and enforced.

For all these matters, the Commission encourages the Department to review and put new, if need be, policies in place, and to decide about a training program, and to implement this within the next 90 days. Furthermore, the Commission requests that the Chief make a presentation immediately following those 90 days to report on the enactment of these recommendations.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Nakajo moved not to disclose any discussion held during the closed session and Commissioner Conroy seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the hearing was adjourned at 5:55 PM.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

May 12, 2005 – 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

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AGENDA

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas Goldman, M.D.

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on all matters within the subject matter jurisdiction of the Commission

3. COMMISSION DELIBERATIONS ON SUSPENSION APPEAL

In accordance with Section 4001 of the Rules and Regulations, Inspector Kaan Chin, Bureau of Fire Prevention, has appealed his eight-day suspension for the period September 29 – October 9, 2003. Inspector Chin was suspended for violation of the Rules and Regulations as follows:

Section 3923 – Disobedience
Section 3924 – Insubordination
Section 3915 – Proper Behavior
Section 3916 – Unauthorized Absence from Stations
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. ADJOURNMENT

05-31

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

May 12, 2005 – 4:00 PM

698 Second Street, Room 102, San Francisco, CA 94107

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Douglas Goldman, M.D.

Commissioners Fernandez-Pifer and Clarke were excused.

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JUN 20 2005

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2. **PUBLIC COMMENT**
There was no public comment

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**
In accordance with Section 4001 of the Rules and Regulations, Inspector Kaan Chin, Bureau of Fire Prevention, has appealed his eight-day suspension for the period September 29 – October 9, 2003. Inspector Chin was suspended for violation of the Rules and Regulations as follows:

Section 3923 – Disobedience
Section 3924 – Insubordination
Section 3915 – Proper Behavior
Section 3916 – Unauthorized Absence from Stations
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Vote on whether to hold Closed Session**
Commissioner Nakajo moved and Commissioner Conroy seconded. The motion was unanimously approved.

2. **Public Comment on all matters pertaining to Closed Session**
There was no public comment. The Commission went into closed session at 4:20 PM

3. **Reconvene in Open Session**
The Commission reconvened in open session at 5:45 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

   Commissioner Nakajo moved to report on action taken in closed session and Commissioner Goldman seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission, by unanimous vote, found Inspector Chin guilty of violating Section 3515 – Proper Behavior and Section 3905 – Unfamiliarity with Rules. The Commission found Inspector Chin not guilty of Section 3923 – Disobedience, Section 3924 – Insubordination and Section 3916 – Unauthorized Absence from Stations. The Department did not present evidence in support of those violations.

The Commission reduced the eight-day suspension to a suspension of four days.

Commissioner Goldman presented the recommendations of the Commission. The Commission agreed that there is concern when a member interacts with the public because he not only represents himself but also the Department and, therefore, the behavior exhibited at that time should be of the highest standard. But if a member is unclear or finds himself not always capable of interacting properly with the public, as it was in this situation, it should be addressed through training department-wide as well as training for Inspector Chin.

Furthermore, issues were raised about the methodology used by the Bureau of Fire Prevention in interacting with the public regarding events with vendors or others. There is also a need to review the process of how inspectors are assigned to certain events. The Department not only needs to review procedures and rules that are applicable but also timeliness in which those rules need to be mandated and enforced.

For all these matters, the Commission encourages the Department to review and put new, if need be, policies in place, and to decide about a training program, and to implement this within the next 90 days. Furthermore, the Commission requests that the Chief make a presentation immediately following those 90 days to report on the enactment of these recommendations.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)**

Commissioner Nakajo moved not to disclose any discussion held during the closed session and Commissioner Conroy seconded. The motion was unanimously approved.

4. **ADJOURNMENT**

There being no further business before the Commission, the hearing was adjourned at 5:55 PM.

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

05-32

FIRE COMMISSION REGULAR MEETING
Thursday – May 12, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

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MAY - 9 2005
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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Rosemarie Fernandez-Pifer
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Minutes of the Regular Meeting of April 28, 2005, not ready for approval.

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, or a member of the public, so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, March 26 through April 8, 2005, and April 9 through April 22, 2005.

Appointments
Reporting the following PERMANENT appointments effective *APRIL 1, 2005:*

1820 Junior Administratrive Analyst

Mark P. Corso

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Navarret, Bruce A.	H20 Lieutenant	Service	Apr. 08, 2005
Iavarone, Frank B.	H2 Firefighter	Service	Apr. 16, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of June 23, 2005)

Resignation
Reporting resignation of Temporary Exempt 1220 Payroll Clerk Fanny Lee, effective April 22, 2005. (Resigned in order to accept Provisional 1220 position at the Public Utilities Commission. Approximate length of service – two years.)

Leaves
Reporting leave of absence with pay for Inspector Donald Fields, Bureau of Fire Prevention, for three days, April 19 through April 21, 2005, in order to attend classes on "*Sprinklers for Dwellings," "Residential Sprinklers Homes to High-rise," and "Inspection, Testing & Maintenance of Water-Based Fire Protection Systems,*" presented by National Fire Sprinkler Association, Inc., in Richmond, California. Registration fees to these classes will be paid by Inspector Fields. He will not be replaced.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 43	04–5–141	3/19/2005	752	A	File

Cause: Driver inattention - While backing up at emergency entrance at St. Luke's Hospital, Medic 43 struck a flower pot which cracked and broke; no spotter was posted

Engine 11	04–5–142	3/23/2005	537	A	File

Cause: Driving skill deficiency - While making a tight right turn around an illegally parked car, Eng 11 lightly struck the car

Medic 18	04–5–143	3/16/2005	756	A	File

Cause: While leaving the scene of an incident, Medic 18 struck the tailboard of Eng 18

Truck 14	04–5–144	3/23/2005	611	B	File

Cause: While parked in Safeway lot, Trk 14 was approached by a civilian who said that his car has been struck in the intersection; no visible marks on Trk 14; civilian left scene prior to arrival of battalion chief or police

Engine 36	04–5–145	3/24/2005	514	C	File

Cause: Driver inattention - While attempting to change lanes, Eng 36 struck a civilian vehicle in its blind spot

Engine 5	04–5–146	3/26/2005	535	A	File

Cause: Driving skill deficiency - While responding with red lights and siren, and attempting to pass a stopped vehicle, Eng 5 struck the vehicle

Engine 36	04–5–147	3/27/2005	514	A	File

Cause: Lack of defensive driving technique - While attempting to pass a stopped street car, Eng 36 struck and broke its own mirror

Battalion 7	04–5–148	3/30/2005	911	A	File

Cause: Driver inattention - While backing up at an incident, Batt 7 struck a stopped vehicle

Engine 3	04–5–149	3/31/2005	544	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Eng 3 struck and broke the mirror of a parked civilian vehicle

Engine 14	04–5–150	3/31/2005	592	A	File

Cause: Driving skill deficiency - While making a right turn, Eng 14 failed to allow enough clearance and struck a parked civilian vehicle

Medic 13	04–5–151	4/4/2005	741	A	File

Cause: Driving skill deficiency - While attempting to park, Medic 13 struck the mirror of a parked civilian vehicle

Medic 8	04–5–152	4/3/2005	717	C	File

Cause: Driver inattention - While changing lanes, Medic 8 struck a Muni bus

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from April 22, 2005, through May 5, 2005:

1. From Christine Filimonova, thanking the Department for a quick response that limited damage and expressing gratitude to the firefighters from Engine 28 and Engine 2 for calming tenants and helping find pets. Copy: Commissioners and Chief of Department.

2. From Joy Hahn, referring to the attached article in the 4/15/05 SF Chronicle about the Commission praising the Chief of Department for disciplinary actions related to drinking, and expressing disappointment in the Chief's performance on this issue and asking why it is still an outstanding issue. Copy: Commissioners and Chief of Department.

3. From Noelani Mussman, Jumpstart San Francisco, thanking the Department for providing a fire truck for the celebration of Jumpstart for a Day, and making it a memorable experience for both the children and the parents. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from Emergency Medical Services from Glenn Ortiz-Schuldt, EMS Chief, and EMS staff providing update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

B. Public Recognition Award *[Discussion]*

Presentation of Public Recognition Award to Gordon Bell for his heroic actions on December 27, 2004, at the scene of a fire at a 4-story apartment located at 41 Octavia Street.

C. Contract Amendment *[Action]*

Amending the contract between the City and County of San Francisco and EMSAR Northern California, Inc., dated July 1, 2003, from $45,000 to $60,000. Contract is for repair services of gurneys, stair chairs, floor fasteners and backboards.

Action to be taken: Approval of contract amendment

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

6. ADJOURNMENT

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

'aul A. Conroy, *President*
;tephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
:lem Clarke, *Commissioner*
)ouglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-32

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 12, 2005 – 6:00 p.m.
698 Second Street, Room 102

105

DOCUMENTS DEPT.

AUG 16 2005

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Rosemarie Fernandez-Pifer
Commissioner Douglas E. Goldman, M.D.

Commissioner Clem Clarke was excused for vacation.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Aaron C. Stevenson	Division 3

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director
James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Minutes of the Regular Meeting of April 28, 2005, were not ready for approval.

PUBLIC COMMENT
John Darmanin, referring to the Minutes of the April 28th Meeting, reiterated his previous concerns that the minutes are not being published as per the Sunshine Ordinance.

Item 4.B. was taken out of sequence.

4B. Public Recognition Award *[Discussion]*

Presentation of Public Recognition Award to Gordon Bell for his heroic actions on December 27, 2004, at the scene of a fire at a 4-story apartment located at 41 Octavia Street.

Chief Hayes-White introduced Gordon Bell and provided a brief background. A resident of the City for over 25 years, Mr. Bell performed a dramatic rescue and extinguished a fire at his home, 41 Octavia, on the evening of December 27th, 2004. At 8:30p.m., Mr. Bell had left his apartment to take care of some laundry. When he returned ten minutes later, heavy smoke was coming from a unit in his apartment house. After instructing residents of the building to evacuate, Mr. Bell grabbed a fire extinguisher and kicked down the door of the involved apartment. He extinguished some of the fire in the bathroom and continued to search for the tenant. He heard distant coughing from another room. Mr. Bell found the victim and assisted him out of the apartment to safety. He returned to the street level to perform a head count on the residents who had been evacuated, and then assisted incoming crews with information regarding the fire. Chief Hayes-White commended Mr. Bell for his extraordinary actions.

Supervisor Bevan Dufty, representing the Board of Supervisors and the City and County of San Francisco, commended Gordon Bell's extraordinary valor and extended the highest commendation from the Board to Mr. Bell.

PUBLIC COMMENT
Ann Singer, Gordon Bell's neighbor, wanted to thank the Commission and the Department for recognizing Mr. Bell's heroism. She couldn't thank him enough or the Commission for allowing her the opportunity to acknowledge him in public.

Barbara Bell, Mr. Bell's older sister, thanked the Commission for acknowledging her brother, because he has always been a hero to her.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. John Darmanin requested that Items A through C be removed from the Consent Calendar.

Commissioner Conroy complimented the Department and Chief Hayes-White on the reduction in the disability rates. He cited that the total number of members off duty at the end of the same period last year was 87, compared to 64 this year - a 25% reduction and the total number of members who have been out for over 30 days last year was 80, compared to 50 this year - a 33% reduction.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

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PUBLIC COMMENT
John Darmanin congratulated Assistant Deputy Chief Kochevar on his recent appointment. He suggested that the Department require all its members to retake the CPAT (Candidates Physical Ability Test) annually or bi-annually.

Commissioner Fernandez-Pifer moved and Commissioner Goldman seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]*
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

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Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT

John Darmanin mentioned that there is a program called Emergency Vehicle Operations Course (EVOC). He explained that it is a train-the-trainer program whereby the Department would send qualified interested parties to Sacramento to be trained, and they would bring back that knowledge and disseminate through training classes to firefighters.

Commissioner Conroy asked Chief Hayes-White if there are any repercussions or penalties that any operator suffers as a result of an accident.

Chief Hayes-White responded that the Department does perform an investigation, immediately after the accident, either by a Battalion Chief or Assistant Chief and then makes a recommendation. If the Department sees a pattern and there is conclusive evidence that the rules were not followed, then discipline can be imposed.

Commissioner Goldman wished to know if there should be a second incident within a month, would there be a different procedure. Chief Hayes-White responded in the affirmative. She deferred to Assistant Deputy Chief Casserly to explain how the accidents were handled.

Assistant Deputy Chief Casserly stated that the Department was addressing this in a new vehicle operations General Order: (1) the first time a person is involved in a minor accident, no disciplinary action should be taken; (2) if they are involved in a second minor or a major accident within the next three years, they would be removed from their seat (driver or tiller) for one month. For someone who is involved in a major accident, the Department would like to remove them immediately from driving for a month. Chief Casserly noted that the General Order was still a draft .

Commissioner Goldman asked how quickly after an accident a review occurred. Chief Casserly responded that the Battalion Chiefs investigate the accident at the time that it occurs.

Commissioner Goldman asked if a drug and alcohol testing was performed on the operator for a second minor accident or a major accident. Chief Casserly responded in the negative. Commissioner Goldman wished to know if it was being considered for the new General Order. Chief Hayes-White responded in the affirmative. She explained that post-accident testing is provided for in the new General Order that was being drafted.

Commissioner Goldman suggested to Chief Hayes-White that it should be a policy that not only would there be an immediate review by a Battalion Chief, but immediate testing would occur as well.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, pointed out that if a firefighter is removed from driving because he or she was involved in two accidents, there would be a loss in their pay. Mr. Kelly stated that various members of the Department drive Department vehicles, including Battalion Chiefs, members of Fire Prevention and the Chief herself. Would these individuals be subject to testing and removal for a month? Mr. Kelly stressed that the policy had to be fair and equitable to all members of the Department.

Commissioner Goldman moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from April 22, 2005, through May 5, 2005:

1. From Christine Filimonova, thanking the Department for a quick response that limited damage and expressing gratitude to the firefighters from Engine 28 and Engine 2 for calming tenants and helping find pets. Copy: Commissioners and Chief of Department.

2. From Joy Hahn, referring to the attached article in the 4/15/05 SF Chronicle about the Commission praising the Chief of Department for disciplinary actions related to drinking, and expressing disappointment in the Chief's performance on this issue and asking why it is still an outstanding issue. Copy: Commissioners and Chief of Department.

3. From Noelani Mussman, Jumpstart San Francisco, thanking the Department for providing a fire truck for the celebration of Jumpstart for a Day, and making it a memorable experience for both the children and the parents. Copy: Commissioners and Chief of Department.

Commissioner Conroy complimented Chief Hayes-White on the report from the Controller that was an audit of the transition procedures from the previous administration to the current. The audit found that the department had properly executed all procedures in the transition of its department head. Commissioner Conroy felt that anytime the Controller issued a report that stated that the Department had followed proper procedures and had nothing negative to say, it was worthy of being pointed out.

Commissioner Goldman expressed that he had also reviewed the report, and had a question about some items that were accounted for but were not on the list. Commissioner Goldman wanted a better understanding of how this occurred.

Chief Hayes-White responded that it was no longer a problem, as indicated by the Controller. Chief Hayes-White reiterated that she was accountable from January 16, 2004 forward. She attributed the problem to improper tracking and lack of a comprehensive inventory system in the previous administration. Chief Hayes-White stated that currently whenever anything is issued to or by the Department a serial code is recorded.

Commissioner Goldman's concern was the system by which all material items are tracked in the Department. Chief Hayes-White responded that in all divisions, the division head has a mandate to properly track and label their equipment. Commissioner Goldman inquired if the Department undertakes any kind of internal audit to verify this. Chief Hayes-

White said that it is done by Division Chiefs on an annual basis.

Commissioner Conroy explained that the Controller's report was discussing the fact that Chief Trevino had turned in more items when he left the office than the Department records showed that he had been allotted.

PUBLIC COMMENT
John Darmanin was curious to know if the Controller's report addressed the Fire Department's required Annual Report.

Commissioner Goldman moved and Commissioner Fernandez-Pifer seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne-Hayes-White on current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from Emergency Medical Services from Glenn Ortiz-Schuldt, EMS Chief, and EMS staff providing update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

Prior to giving the Chief's report, Chief Hayes-White asked to be excused at the conclusion of the Operations report due to a previously scheduled event, and asked that Chief Massetani replace her until the meeting is adjourned.

Chief Hayes-White formally introduced Richard Kochevar as the new Deputy Chief of Operations. She provided a brief background of Deputy Chief Kochevar's service.

Chief Hayes-White reported that she had attended a meeting at the Department of Human Resources with Director Phil Ginsburg, Jesusa Bushong, and Chief Massetani to discuss issues related to promotional examinations, provisional appointments, and the EMS reconfiguration. Regarding budgetary matters, Chief Massetani and Julia Dawson, Chief Financial Officer are meeting regularly with the Mayor's Budget Office

Chief Hayes-White announced that the 110th Academy class began May 9th, 2005. The recruits are in the Academy for 12 weeks and graduation is targeted for July 29th.

Chief Hayes-White spoke of an incident on May 4th, which was a small fire that had occurred at a large construction site on Market & Octavia Streets. At this site, the fire was in an open pit, approximately 12' x 12' x 15', with some exposed wiring, which was predominantly SBC wiring but City wires were also involved, notably DTIS (Department Telecommunications and Information Services) wires. The Arson Investigation team concluded that the fire was suspicious and was following up. Chief Hayes-White stated that due to SBC's neglect, approximately 2,700 customers lost service. More critical was the damage done to the DTIS wiring which resulted in failure of the CAD system in some of the South of Market stations. These stations went into manual mode and there were no problems with responses to emergencies. The stations were back up by 2:00 PM and all

of the street boxes were repaired by 7:30 PM that evening.

Chief Hayes-White reported that she recently attended two conferences: (1) The first one dealt with ethics and leadership in the fire service; and (2) the second one was 40th annual Metropolitan Chief Officers Conference in San Antonio, TX. Criteria for attending the conference were that an individual had to be a fire chief overseeing a department with 400-plus paid firefighter and in a city with a population greater than 250,000. Chief Hayes-White found the conference beneficial because, as this Department faces challenges, she found that the challenges facing fire Departments are similar throughout the country. Some of the topics discussed were: fitness and wellness programs, increasing technology in the fire service, homeland security issues, safety on the fire ground, and safety for all personnel, and substance abuse policies, including random drug testing.

Commissioner Goldman cited an item on the agenda from November 23 concerning the purchase of software with money from a grant. The discussion was about two pieces of software, SIREN and SAS. He wished to know whether Acting Lieutenant Storti had received any compensation, services or favors from SAS or anyone working on behalf of the company. Commissioner Goldman was unhappy that he did not receive a response to his question. Chief Hayes-White responded that in the spirit of working together and moving forward, she would be happy to request from Acting Lieutenant Storti a written response to Commissioner Goldman's inquiry.

Commissioner Conroy was concerned that the matter under discussion was not on the agenda and it may be more appropriate to deal with it when it is on the agenda again.

Commissioner Fernadez-Pifer requested written documentation that justified the sole sourcing of SAS, which should include not only the grant material but also all the minutes from meetings, research, and discussions, that is, everything that is required by OES (Office of Emergency Services).

Chief Richard Kochevar shared some of his goals with the Commission: (1) he would like to stay visible to the field and not lose touch with suppression units; (2) he would like to observe drills and attend training sessions; (3) be more involved as a visual administrator out in the field with suppression; and (4) he wanted to stay aware of firefighters' morale and members' issues and address them as necessary. Chief Kochevar expressed his belief in technology: using computer systems for training, for online situations, and for reporting with consistency and clarity. He stated that he believes in the chain of command, and that subordinates should know what is right and wrong and that officers should enforce rules and hold people accountable.

Chief Hayes-White mentioned that the Commission had requested that in the Operations Report any sort of adverse impact from brown-outs should be noted. This summary will be prepared in the future by the Deputy Chief of Operations.

Chief Kochevar pointed out a fire incident that was affected by the brown-outs. There was a slight response delay due to Engine 28 being out of service for training. At the time, Engine 2 was in service and was first on scene of a working fire on the fifth floor. Rescue 1 made a dramatic rescue of a burn victim from the building. Engine 28 would have been the second due Engine but the response assignment was changed. This fire caused $600,000 of damage and 12 adults and three children were displaced, with no injures to firefighters.

Commissioner Goldman wished that the Battalion Chiefs' reports on greater alarm fires steer away from subjective comments and simply report what happened.

Commissioner Conroy added that in these reports it would be good for the Commission to know exactly what greater risks the City was being exposed to, and not necessarily what greater consequence the City is suffering as a result from brown-outs.

Marshal Isaacs, M.D., SFFD Medical Director reported the EMS Division had just finished paramedic refresher training for the past quarter. The training focused on updates in pharmacology and aero-medicine. DPH EMS section has improved the ability to airlift patients out of San Francisco and to have patients come into San Francisco on rare occasions. The focus was on the Department's paramedics being able to be knowledgeable about what's necessary when a helicopter is coming into San Francisco and providing the optimal care for the aero-medical patient once the transfer occurs.

Dr. Isaacs reported that last month there was one yellow alert. On May 9th, a tow truck collided with a Muni bus and produced seven patients, all with minor injuries and all patients did well. There was also a cardiac arrest which occurred when a 48-year old man collapsed. Bystanders called 911 immediately but none of them performed CPR. Within three minutes, crews were on scene and delivered one shock with the defibrillator. The patient reached the Emergency Department at SFGH, awake and talking, and was discharged two day later. Dr. Isaacs commended the crews of Engine 8, Medic 8, and RC1 for the save. Finally there was another cardiac arrest that took place at SFO. Bystanders delivered a shock with the public access defibrillator (PAD), the patient survived that sudden cardiac arrest.

Dr. Isaacs mentioned that May 15th to 21st is National EMS Week. Related to this, on May 17th Dr. Brown will be recognizing EMS Week before the Health Commission with a series of awards, including the *Field Provider of the Year* which is being awarded to Paramedic Captain Niels Tangherlini.

Dr. Isaacs announced that Dr. Michael Casner, Assistant Medical Director, had accepted a position with an emergency department in his home area of Chicago. Dr. Isaacs said that a replacement is being sought.

James Fazackerley, EMS Section Chief, reported for Chief Ortiz-Schuldt, on EMS Operations. The Department staffed 19 ambulances, for 24 hours in 26 of 30 days in April. There was an average of 24 ALS engines staffed throughout the month with a low of 20 ALS engines and a high of 27 on given days.

Chief Fazackerley continued, in reference to response times, the Department is currently meeting the citywide response time guidelines for first ALS unit on scene and first transport on scene. The Department continues to lag on the arrival of the first defibrillator unit on scene, which is 4 minutes and 30 seconds at the 90th percentile. In terms of outreach, the Department had homeless outreach on an average of about eight clients per day, and they were seen by the MOST Program, which is the non-transporting van staffed by a social worker as well as a H1 paramedic. In terms of asthma outreach, the Department performed spirometry reading measurements at two sites on 16 patients during the month and provided in-school education for asthma outreach to 20 students.

Commissioner Goldman wished to know about the long response times in Battalions 8, 9, and 10. He asked Chief Fazackerley why there are such difficulties in those areas to meet the response times. Chief Fazackerley responded that it is a function of the number of available resources to dispatch on a given call. Also, the geography of those Battalions represents a larger area of land mass to cover when responding, so that travel times are a

bit longer. In addition, if the first responding engine is out of service for one reason or another, then the next arriving engine has that much further to travel.

PUBLIC COMMENT

Frank Kelly, Secretary, Local 798, referring to the current brown-out situation, asked Commissioner Goldman when he spoke about extensive damage due to fire to property, what he meant by "'extensive damage". Did he mean one house, an apartment building, or just a photo album? Mr. Kelly noted that any delays in response by firefighters putting out the fire can cause extensive damage. He then described an incident where the brown-outs affected response time.

John Darmanin spoke of the ballot initiative, a measure sponsored by Local 798, and that when he read the measure, and read between the lines, he believed it to be more of a vote of "no confidence" in the Fire Department Administration - the Chief, the staff and the Fire Commission, and not so much an effort to protect the citizens of San Francisco. He also stated that some of the closures were wrong and should have been thought out a little better.

Tom O'Connor, Treasurer, Local 798, wanted to clarify the comments made by Mr. Darmanin. He stated that the initiative was not an indictment of the Administration but that it was simply a response to a budgetary crisis, which he believes is causing a public safety crisis. Mr. O'Connor wanted to state on the record that it is <u>not</u> a vote of "no confidence".

Kevin Smith, President, Black Firefighters Association, wished to discuss a matter in reference to the disciplinary process that a number of his members have been undergoing. He stated that the San Francisco Black Firefighters Association believes that the new San Francisco Fire Department appeal process is not working. Mr. Smith cited the appeal of Assistant Chief Stevenson as an example. Chief Stevenson was charged for delaying his response to a full box assignment but maintained that Assistant Chiefs can use discretion when responding to full boxes. Mr. Smith noted that the testimony by all the Department's witnesses, including the Chief of Department, was to the contrary. Mr. Smith mentioned a number of Chief Officers who testified and stated that they were in violation of the SFFD Rules and Regulations, Section 3955 – False Reports and Testimony and Section 4008 – False Reports and Testimony to the Fire Commission. He wished to hand over to the Commission a package that had journal entries, computer-assisted dispatch printouts and event incident histories that substantiated his charges that false testimony had been given.

Commissioner Conroy moved that the package should be provided to Deputy City Attorneys Molly Stump and/or Marie Blits, and to have either one of them provide the full Commission with an opinion by the close of business on Monday, May 16th, as to what the Commission should do with regard to the packet. In addtion, the Commission shall request from the same City Attorney as to what action the Commission should take in regards to the allegation of misconduct on the part of members of the Department.

Ken Smith wanted to respond to Mr. Darmanin's earlier comment about Local 798's petition to keep firehouses open. He stated that he was one of the residents and signers of the petition. Mr. Smith reiterated that the petition is not a vote of "no confidence" for the Department's Administration, but strictly a budgetary item.

Larry Bradshaw, H1 Paramedic, urged everyone to read the current issue of the Gurney Gazette, wherein SEIU Local 790, had assembled a series of articles which attempt to clearly lay out the reasons why the new EMTs and Paramedics in the transport tier should be considered public safety employees. Furthermore, San Francisco would be moving

against the trend, followed by much of North America, if these types of positions are not classified as public safety employees and receive public safety employee benefits.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. **Contract Amendment** ***[Action]***

Amended the contract between the City and County of San Francisco and EMSAR Northern California, Inc., dated July 1, 2003, from $45,000 to $60,000. Contract is for repair services of gurneys, stair chairs, floor fasteners and backboards.

Deputy Chief of Administration Gary Massetani, wished to amend the contract between the City and County of San Francisco and EMSAR Northern California Inc., dated July 1, 2003 from $45,000 to $60,000. The contract is for repair services of gurneys, stair chairs, floor fasteners and backboards.

PUBLIC COMMENT
John Darmanin agreed with the idea of putting money into new equipment and justifying that equipment properly.

Commissioner Goldman moved and Commissioner Nakajo seconded. There were no further questions or discussion and the contract amendment was approved on recommendation of Chief of Department.

5. **PUBLIC COMMENT**

John Darmanin, referred to the statement from Kevin Smith, and hoped that the Commission will have the ability to distinguish what should or should not be weighed during deliberations. He commented that it's not about "lawyering", but about getting to the truth, and that should be first and foremost.

6. **ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 8:20 p.m.

Tania Bauer
Secretary

FIRE COMMISSION

City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Rosemarie Fernández-Pifer, *Commissioner*
Clem Clarke, *Commissioner*
Douglas E. Goldman, M.D., *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-33

FIRE COMMISSION REGULAR MEETING
Thursday – May 26, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	Douglas E. Goldman, M.D.
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of April 28, 2005, and Special Meeting of May 12, 2005.

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, April 23 through May 6, 2005.

Appointments
Reporting the following PROBATIONARY appointments effective *MAY 9, 2005:*

H2 Firefighter

Name	*Vice*
Jalal E. Aineb	Richard Williams, retired
Albert A. Berry	Attrition
William J. Boyle	Mark Brown, released
Neal J. Cavellini	James Kenyon, retired

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Wayne G. Chew	George Saloman, retired
Joshua E. (Ravi) Cusick	James Juarez, retired
Neree Dastous	Robert Vandis, retired
Michelle N. Estrada	Dennis Owen, retired
Tracy L. Frantz	Arnold Logue, retired
Gerald Gauer	Barry Comerford, retired
Larry C. Jacobs	Bernard Gibson, retired
Maribeth R. Jensen	Gary Plimley, retired
Thomas R. Johannessen	John Burbank, retired
Ryan A. Kennedy	Richard Passanisi, retired
Valya L. Kindelvich	Robert Bieber, retired
Cristina L. Kosta	Timothy Dudley, retired
Kevin W. Kuhn	John Bettencourt, retired
Pedro A. Martinez	John Murray, retired
John K. Murnane	Tyrone Diggs, retired
Michael M. Murphy	Larry Sinigiani, retired
Tami Turner	Howard Cross, retired
Alexander D. Untalan	Gordon Brown, retired
David Waters	Joseph Guttmann, retired
William A. Wyckoff	Thomas Griffin, retired
Matthew J. Lee	Larry O'Brien, retired
John B. McGee	William Wesch, retired
David Sweeney	Robert Dickson, retired
Brian P. Walsh	Robert Palu
Todd Weddle	Dennis Kruger, retired
Eli Chan	Luther Johnson, retired

Reporting the following PERMANENT EXEMPT appointment effective *MAY 9, 2005:*

1823 Senior Administrative Analyst

Mark Corso (vice: ASO Authorized)

Termination
Reporting termination of H3 FF/Paramedic James L. Ward, Jr., effective close of business May 5, 2005.

Resignation
Reporting resignation of Temporary Exempt 7334 Stationary Engineer Ronnie Medina, effective May 23, 2005. (Resigned in order to accept Permanent 7334 Stationary Engineer position. Approximate length of service – 1-1/2 years.)

Leaves
Reporting leaves of absence with pay for the time period from January 2005 through July 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	6281 Fire Safety Inspector	8
8	H2 Firefighter	333
6	H3 Firefighter/Paramedic	176
1	H20 Lieutenant	8
	Total Number of Days with Pay	525

Reporting intermittent leaves with pay for the time period from January 2005 through August 2006 for the following:

No of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jan 18, 2005 – Jan 17, 2006
1	H2 Firefighter	May 1, 2005 – April 30, 2006
1	H2 Firefighter	Jun 13, 2005 – Jun 12, 2006
1	H2 Firefighter	Apr 22, 2005 – April 21,2006
1	H2 Firefighter	Apr 18, 2005 – Oct 18, 2005
1	H2 Firefighter	Apr 26, 2005 – Apr 26, 2006
1	H2 Firefighter	May 1, 2005 – May 1,2006
1	H2 Firefighter	May 6, 2005 – May 5, 2006
1	H2 Firefighter	Mar 21, 2005 – Sept 1, 2005
1	H2 Firefighter	Apr 18, 2005 – June 3, 2005
1	H2 Firefighter	May 8, 2005 – May 8, 2006
1	H2 Firefighter	May 9, 2005 – May 8, 2006
1	H2 Firefighter	Apr 10, 2005 – April 9, 2006
1	H2 Firefighter	May 9, 2005 – May 8, 2006
1	H2 Firefighter	Apr 25, 2005 – April 25,2006
1	H2 Firefighter	July 1, 2005 – Sept 1, 2005
1	H2 Firefighter	June 4, 2005 – June 3, 2006
1	H3 Firefighter/Paramedic	Jul 25, 2005 – May 17, 2006
1	H6 Investigator	Aug 30, 2005– Aug 29, 2006
1	H20 Lieutenant	May 20, 2005–May 20, 2006
1	H20 Lieutenant	May 6, 2005 – Dec 31, 2005
1	H30 Captain	Mar 27, 2005 – Mar 27, 2006

Reporting leaves of absence without pay for the time period from March 2005 through November 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
6	H2 Firefighter	260
	Total number of Days w/o Pay	260

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard MSGT	H3 FF/PM	05-14-05 thru 05-28-05	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 3	04–5–153	4/5/2005	750	A	File

Cause: Driver inattention - While leaving an incident, Medic 3 became wedged under an overhang

Engine 41	04–5–154	4/6/2005	536	A	File

Cause: Driver skill deficiency - While backing up in an alley, Eng 41 struck a parked vehicle, spotters were posted, but driver lost sight of spotters

Engine 1	04–5–155	4/7/2005	543	B	File

Cause: While parked at an incident with all warning lights displayed, Eng 1 was struck by a passing vehicle when firefighters opened the engine door

Truck 2	04–5–156	4/10/2005	619	A	File

Cause: Misjudged clearance by driver and tiller - While attempting to park on a narrow and elevated road, the trailer of Trk 2 rubbed against a high concrete curb

Medic 38	04–5–157	4/10/2005	737	A	File

Cause: Driver skill deficiency - While exiting emergency entrance ramp at Kaiser Hospital, Medic 38 struck a column with left side of ambulance

Medic 43	04–5–158	4/12/2005	752	A	File

Cause: Driving skill deficiency - While pulling into a parking spot at an incident, Medic 43 struck a parked vehicle

Medic 18	04–5–159	4/14/2005	731	A	File

Cause: Driver inattention - While backing up at a hospital emergency entrance, Medic 18 struck a parked vehicle; a spotter was posted, but driver lost sight of him

Engine 10	04–5–160	4/15/2005	531	A	File

Cause: Misjudged clearance - While making a right turn, Eng 10 struck the rear left corner of a parked vehicle

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from May 6, 2005, through May 19, 2005:

1. From Jim Beaumont, Ontario, Canada, requesting a copy of the FY 2002-03 and FY 2003-04 Annual Reports for his extensive archive collection to which SFFD had previously contributed. Copy: Commissioners and Chief of Department.

2. From Scott Tucker, District Manager, United States Postal Service, thanking and commending the Department for a timely response and excellent handling of an incident with a suspicious package. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Kazuyoshi Yamaguchi, Deputy Consul General, Japan, thanking the Chief and Assistant Deputy Chief Chin for their presentation on Disaster Preparedness to the Consulate of Japan. Copy: Commissioners and Chief of Department.

4. From Fred Crum complaining of the present level of ear piercing use of horn and siren by engines and trucks of the Fire Department. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Dennis Kane, President, DJK Partners International, citing an incident in which the rude and intrusive behavior of a firefighter was totally unnecessary since the occasion was not an emergency. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
McCaffrey, James	Service	15	Apr. 01, 2005
Slonsky, Lorrie Beth	Ind. Dis.	10	Nov. 06, 2004

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004-05 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on continuing discussion of the FY 2005-06 Budget.

C. Commission Review of Written Materials offered during May 12, 2005, Public Comment *[Action]*

Consideration of what steps should be taken by the Commission in regards to written materials offered to the Commission during May 12, 2005, Public Comment.

Action to be taken: Determination of Commission response to written materials

D. Presentation – Division of Fire Prevention & Investigation ***[Discussion]***
(Cont'd from meeting of 04-28-05)

Paul Chin, Assistant Deputy Chief, Fire Marshal

Presentation on the purpose, responsibilities and activities of the Division of Fire Prevention and Investigation

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-33

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 26, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Commissioner Clem Clarke
Commissioner George Lau

Vice President Stephen A. Nakajo was excused for vacation

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2
Frank T. Cardinale	Division 3

Commissioner Conroy welcomed George Lau to the Commission.

Commissioner Lau declared that he was honored to be appointed to the San Francisco Fire Commission, and stated that he was ready to work together on the betterment of the Department so that it may provide the best possible services to the people of San Francisco. Commissioner Lau also provided some of his background.

Commissioner Conroy thanked Commissioner Lau, and continued with the following statement on maintaining orderly Commission meetings: (1) Members of the public wishing to address the Commission should approach the microphone from the back of the room and come from the direction of the main doors; (2) they should take their turn behind other members of the public already waiting to address the Commission; (3) no one should interfere with any other person who is addressing the Commission; (4) members of

the public are to remain behind the second row, and should remain there if they want to provide public comment when someone else is giving public comment and only when that person is finished should they come forward; (5) no one is to block a camera's view of the proceedings; and (6) anyone filming or taping the proceedings from the front of the room is welcome to position their equipment at the front of the room, but once they have started their recording device they should move toward the back of the room.

2. APPROVAL OF THE MINUTES *[Action]*

Minutes of the Regular Meeting of April 28, 2005, and Special Meeting of May 12, 2005, were continued to the next regular meeting.

The Secretary provided an amendment to the April 28, 2005, minutes: Under Item 4.C – Public Comment by Scott Campbell, M.D., should read:

Scott Campbell, M.D., stated that he had been appointed as chairman of the Ambulance Diversion Task Force by legislation passed by the Board of Supervisors

PUBLIC COMMENT

John Darmanin, referring to the Minutes of the April 28th Meeting, reiterated his previous concerns that the minutes are not being published within the parameters established by the Sunshine Ordinance.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*

(Removed from Consent Calendar)

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 23 through May 6, 2005.

Appointments

Reporting the following PROBATIONARY appointments effective *MAY 9, 2005:*

H2 Firefighter

Name	*Vice*
Jalal E. Aineb	Richard Williams, retired
Albert A. Berry	Attrition
William J. Boyle	Mark Brown, released
Neal J. Cavellini	James Kenyon, retired
Wayne G. Chew	George Saloman, retired
Joshua E. (Ravi) Cusick	James Juarez, retired
Neree Dastous	Robert Vandis, retired
Michelle N. Estrada	Dennis Owen, retired
Tracy L. Frantz	Arnold Logue, retired
Gerald Gauer	Barry Comerford, retired
Larry C. Jacobs	Bernard Gibson, retired
Maribeth R. Jensen	Gary Plimley, retired
Thomas R. Johannessen	John Burbank, retired

Ryan A. Kennedy	Richard Passanisi, retired
Valya L. Kindelvich	Robert Bieber, retired
Cristina L. Kosta	Timothy Dudley, retired
Kevin W. Kuhn	John Bettencourt, retired
Pedro A. Martinez	John Murray, retired
John K. Murnane	Tyrone Diggs, retired
Michael M. Murphy	Larry Sinigiani, retired
Tami Turner	Howard Cross, retired
Alexander D. Untalan	Gordon Brown, retired
David Waters	Joseph Guttmann, retired
William A. Wyckoff	Thomas Griffin, retired
Matthew J. Lee	Larry O'Brien, retired
John B. McGee	William Wesch, retired
David Sweeney	Robert Dickson, retired
Brian P. Walsh	Robert Palu
Todd Weddle	Dennis Kruger, retired
Eli Chan	Luther Johnson, retired

Reporting the following PERMANENT EXEMPT appointment effective *MAY 9, 2005:*

1823 Senior Administrative Analyst

Mark Corso (vice: ASO Authorized)

Termination
Reporting termination of H3 FF/Paramedic James L. Ward, Jr., effective close of business May 5, 2005.

Resignation
Reporting resignation of Temporary Exempt 7334 Stationary Engineer Ronnie Medina, effective May 23, 2005. (Resigned in order to accept permanent 7334 position employment. Approximate length of service – 1-1/2 years.)

Leaves
Reporting leaves of absence with pay for the time period from January 2005 through July 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	6281 Fire Safety Inspector	8
8	H2 Firefighter	333
6	H3 Firefighter/Paramedic	176
1	H20 Lieutenant	8
	Total Number of Days with Pay	525

Reporting intermittent leaves with pay for the time period from January 2005 through August 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jan 18, 2005 – Jan 17, 2006
1	H2 Firefighter	May 1, 2005 – April 30, 2006
1	H2 Firefighter	Jun 13, 2005 – Jun 12, 2006
1	H2 Firefighter	Apr 22, 2005 – April 21,2006
1	H2 Firefighter	Apr 18, 2005 – Oct 18, 2005
1	H2 Firefighter	Apr 26, 2005 – Apr 26, 2006
1	H2 Firefighter	May 1, 2005 – May 1,2006

1	H2 Firefighter	May 6, 2005 – May 5, 2006
1	H2 Firefighter	Mar 21, 2005 – Sept 1, 2005
1	H2 Firefighter	Apr 18, 2005 – June 3, 2005
1	H2 Firefighter	May 8, 2005 – May 8, 2006
1	H2 Firefighter	May 9, 2005 – May 8, 2006
1	H2 Firefighter	Apr 10, 2005 – April 9, 2006
1	H2 Firefighter	May 9, 2005 – May 8, 2006
1	H2 Firefighter	Apr 25, 2005 – April 25,2006
1	H2 Firefighter	July 1, 2005 – Sept 1, 2005
1	H2 Firefighter	June 4, 2005 – June 3, 2006
1	H3 Firefighter/Paramedic	Jul 25, 2005 – May 17, 2006
1	H6 Investigator	Aug 30, 2005– Aug 29, 2006
1	H20 Lieutenant	May 20, 2005–May 20, 2006
1	H20 Lieutenant	May 6, 2005 – Dec 31, 2005
1	H30 Captain	Mar 27, 2005 – Mar 27, 2006

Reporting leaves of absence without pay for the time period from March 2005 through November 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
6	H2 Firefighter	260
	Total number of Days w/o Pay	260

Military Leave

Reporting approval of application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard MSGT	H3 FF/PM	05-14-05 thru 05-28-05	15	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

PUBLIC COMMENT

John Darmanin declared his concern over a personnel matter regarding the behavior of San Francisco Fire Department personnel on several different occasions at Commission meetings. He was appreciative of Commissioner Conroy's points on how to make meetings more orderly.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]*

(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 3	04–5–153	4/5/2005	750	A	File

Cause: Driver inattention - While leaving an incident, Medic 3 became wedged under an overhang

Engine 41	04–5–154	4/6/2005	536	A	File

Cause: Driver skill deficiency - While backing up in an alley, Eng 41 struck a parked vehicle, spotters were posted, but driver lost sight of spotters

Engine 1	04–5–155	4/7/2005	543	B	File

Cause: While parked at an incident with all warning lights displayed, Eng 1 was struck by a passing vehicle when firefighters opened the engine door

Truck 2	04–5–156	4/10/2005	619	A	File

Cause: Misjudged clearance by driver and tiller - While attempting to park on a narrow and elevated road, the trailer of Trk 2 rubbed against a high concrete curb

Medic 38	04–5–157	4/10/2005	737	A	File

Cause: Driver skill deficiency - While exiting emergency entrance ramp at Kaiser Hospital, Medic 38 struck a column with left side of ambulance

Medic 43	04–5–158	4/12/2005	752	A	File

Cause: Driving skill deficiency - While pulling into a parking spot at an incident, Medic 43 struck a parked vehicle

Medic 18	04–5–159	4/14/2005	731	A	File

Cause: Driver inattention - While backing up at a hospital emergency entrance, Medic 18 struck a parked vehicle; a spotter was posted, but driver lost sight of him

Engine 10	04–5–160	4/15/2005	531	A	File

Cause: Misjudged clearance - While making a right turn, Eng 10 struck the left rear corner of a parked vehicle

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT

John Darmanin believed that the public should know whether the Fire Department has exercised its option to conduct alcohol or drug tests on firefighters/drivers of the vehicles that have been involved in accidents.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission ***[Discussion]***
(Removed from Consent Calendar)

The following communications have been received by the Commission from May 6, 2005, through May 19, 2005:

1. From Jim Beaumont, Ontario, Canada, requesting a copy of the FY 2002-03 and FY 2003-04 Annual Reports for his extensive archive collection to which SFFD had previously contributed. Copy: Commissioners and Chief of Department.

2. From Scott Tucker, District Manager, United States Postal Service, thanking and commending the Department for a timely response and excellent handling of an incident with a suspicious package. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Kazuyoshi Yamaguchi, Deputy Consul General, Japan, thanking the Chief and Assistant Deputy Chief Chin for their presentation on Disaster Preparedness to the Consulate of Japan. Copy: Commissioners and Chief of Department.

4. From Fred Crum complaining of the present level of ear piercing use of horn and siren by engines and trucks of the Fire Department. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Dennis Kane, President, DJK Partners International, citing an incident in which the rude and intrusive behavior of a firefighter was totally unnecessary since the occasion was not an emergency. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

PUBLIC COMMENT
John Darmanin would like the Commission to consider placing a date on the communications received. He feels it would help the public to determine whether or not their communications missed the cut-off date or were left out inadvertently.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Retirement Certificates ***[Discussion]***

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
McCaffrey, James	Service	15	Apr. 01, 2005
Slonsky, Lorrie Beth	Ind. Dis.	10	Nov. 06, 2004

Chief Hayes-White presented the retirement certificate to James McCaffrey for 15 years of service. She provided a brief history of where Rescue Captain McCaffrey had been stationed during his service in the City.

Rescue Captain James McCaffrey stated that he felt appreciative and privileged to have had the opportunity to work for the San Francisco Fire Department and Department of

Public Health during his career with the City.

Chief Hayes-White presented the retirement certificate to Lorrie Beth Slonsky for 10 years of service. Chief Hayes-White continued by giving a brief history of where Paramedic Slonsky had worked during her service in the City and recounted some of her advocacy activities.

Paramedic Lorrie Beth Slonsky related how she was grateful that she was able to do the work for as long as she did. She mentioned how it was bittersweet that she was leaving paramedic work on a disability retirement. Paramedic Slonsky provided a history of her time spent with the City and her numerous activities in behalf of the underprivileged and underserved populations, as well as various Department-related causes which she felt were unjust.

PUBLIC COMMENT
John Darmanin congratulated both retirees, especially Paramedic Slonsky for her open-mindedness and for not being afraid speaking her mind.

B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the FY 2004-05 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Chief Hayes-White provided a snap-shot of where the department is in the budget process. The Department submitted the budget to the Mayor's office on February 2nd with Mayor Newsom charged in submitting the balanced budget to the Board of Supervisor's on June 1st. The Department is scheduled before the Budget and Finance Committee on June 22nd and June 29. Chief Hayes-White noted that there would be a Town Hall meeting, regarding the Budget, in the Excelsior District on June 25th.

Chief Hayes-White related that on May 23rd the Department presented SFStat before the Mayor. The Department was reporting on three basic issues: (1) response times and how the Department is meeting its goals, which are in the 90th percentile and include a standard of five minutes or less for an engine company or the first fire unit on scene and three thresholds for medical response times: (a) four and a half minutes for first defibrillator on scene; (b) seven minutes for first ALS (Advanced Life Support) on scene; and (c) ten minutes for a medical transport vehicle.

(2) The second issue dealt with overtime and budget expenditures. Chief Hayes-White was happy to report that the Department is experiencing a decline in the disability rate and Workers' Comp is down by $1.3 million this fiscal year. The Department is projecting a $2 million overall savings for workers' compensation payouts.

(3) The third issue was the Human Resources component and concerned the number of retirements. Chief Hayes-White reported that the Department had approximately 62 retirements to date and projected a total between 65 to 70 by the close of this fiscal year. Next year's projection of retirements is between 100 to 110 members.

Chief Hayes-White mentioned that the Department announced a provisional process for H30 Captains. In anticipation of retirements, the Department intends to go through the provisional process and select between 10 and 15 H30 Captains. The process closes Friday, June 3rd, and within 30 days the provisional Captains will be named.

Chief Hayes-White thought it was noteworthy to comment that the City had three second alarm fires: in the early morning hours of Friday the 20th, Saturday, the 21st, and Sunday, the 22nd. No firefighter injuries were reported, with only a few of minor civilian injuries.

Chief Hayes-White related that the Department is in the final stages of working on the classifications with the Department of Human Resources, and hoped to finalize the new EMS classifications in the next one to two weeks. The Department continues to work on uniforms and the testing process, as well as the curriculum for the academy. This is occurring in tandem with the classification work at DHR.

Chief Hayes-White apprised the Commission about the random drug testing provisions. The policy is being developed and entered into collaboratively by labor and management. She acknowledged Chief Massetani and Captain Robinson, as well as assistance from Deputy City Attorney Baumgartner, in working on this provision. Chief Hayes-White related that the parties have exchanged final drafts. A field trip has been planned for June 8th, so members of the committee can view the testing device that would be used for the secondary test, if the initial screening test results in a positive reading.

Chief Hayes-White mentioned that she would be participating with all members of the command staff in the Memorial Day ceremony in the Presidio.

In closing, Chief Hayes-White mentioned that it was her understanding that a request had been made that the Commission review some documents related to a discipline appeal. She believed that the case was closed and she questioned the appropriateness of receiving the documents and reopening the case. The Chief wished to reassure the Commission that the Department would work cooperatively with the Commission on this matter, and that it would be an open process.

REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, provided the report. Chief Massetani reiterated some of what Chief Hayes-White had stated earlier. Budget hearings will be on June 22nd and June 29th. He mentioned that the Department was continuing to work with the Mayor's Budget Office, as well as the Budget Analyst's Office. He noted that on May 27th, there will be a meeting with the Mayor's Budget Office in regards to justifying the Department's current nine Battalion Chiefs with the Mayor's Office proposing only six Battalion Chiefs.

Chief Massetani mentioned that the Department is continuing to work with the Treasure Island Development Authority group on the work order. He stated that the Department currently has a full compliment on Treasure Island which consists of an engine, a hose tender, a truck and one ALS ambulance. The Treasure Island Development Authority is proposing to reduce their work order by approximately $900,000. Chief Massetani feels strongly that with the fire load and life hazard on Treasure Island, the Department is already at a minimum staffing model. The only flexibility at this time is the amount the Department pays for its training facility on Treasure Island, which is $1 million. Chief Massetani reiterated that negotiations are continuing and the Department will work closely with the Treasure Island Development Authority and the Mayor's Office to achieve closure.

Chief Massetani mentioned that the Department was proud of the workers compensation savings it has achieved. He noted that to date, the savings are approximately $1.3 million and are projected as high as $2 million at the end of the fiscal year.

Chief Massetani referred to an article in the newspaper regarding overtime in city departments. He informed the Commission that savings in Operations are approximately

20% below last year's expenditures, due to browning out up to four engines per 24 hours and two engines per day for 12 hours. Chief Massetani continued that for Administration, the savings are 24% compared to last year's overtime expenditures.

Chief Massetani mentioned that in the FY 2005-2006 budget there has been an opportunity for one-time enhancements with the Department allocating $1.2 million for EMS and the Triad Personal Data Care System. He noted that EMS is projecting an increase in revenue of 3 -5% by using the Triad System EMS instead of the hand written Personal Care Form. In addition, the Department had the opportunity for a one-time enhancement and was awarded up to $200,000 for the upgrade of the PeopleSoft records and management system.

Chief Massetani, referring to the EMS reconfiguration, stated that modifications to 1415 Evans Street Facility were proceeding and automated vehicle locaters were being placed in ambulances. He reassured the Commission that the funds have been allocated and all modifications are proceeding on schedule.

In regards to the Memorandum of Understanding with the Airport, the Department is continuing to work with Airport Management and plans to finalize the Fiscal Year 2005-2006 MOU by June 30th, 2005.

Chief Massetani noted that the Physician's Office is currently providing TB screening program and a cholesterol screening. Currently there are 58 personnel on disability pay, which means that the Department has experienced a 20% reduction from the same time last year.

In closing, Chief Massetani stated that year-to-date retirements were at 65 personnel and the Department has projected between 100 and 110. for FY 2005-06

Discussion ensued with Commissioners asking questions and Chief Massetani and staff responding.

Chief Hayes-White added that currently there was an H2 recruit class in the Academy - the 110th - consisting of 30 members who were in the third week of a 12 weeks program.

PUBLIC COMMENT
Frank Kelly, Secretary, San Francisco Firefighters, Local 798, referring to Chief Hayes-White's comments, wished to know the Department Policy regarding the case and if there was statute of limitations on reopening a case.

Commissioner Paul Conroy responded by informing Mr. Kelly that the topic would be an agenda item coming up, and should provide information.

John Darmanin, referring to the random alcohol and drug testing policy, did not understand why it was so difficult developing a policy. He stated that the Department currently had a random drug and alcohol testing policy in use as a result of the Department of Transportation's requirement that the firefighters on the fire boat be tested randomly.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Commission Review of Written Materials offered during May 12, 2005, Public Comment *[Action]*

Consideration of what steps should be taken by the Commission in regards to written materials offered to the Commission during May 12, 2005, Public Comment.

Commission President Conroy wished to make a brief statement to introduce to people who were not present at the last meeting the subject under discussion.

He stated that during Public Comment at the last meeting, documents consisting of computer-aided dispatch printouts and daily station journals were offered by a public speaker to show that the testimony that was given by Department witnesses during the disciplinary proceedings involving Assistant Chief Stevenson that that testimony was not credible. Commissioner Conroy related that the Commission during that meeting voted to seek advice from the Deputy City Attorney advising the Commission on disciplinary matters as to what steps it might wish to take, including what steps the Hearing Officer may wish to take. That communication was received from the Deputy City Attorney and it is a confidential attorney-client privileged communication, which will not be disclosed, except between the Commission as the client and the City Attorney as the attorney.

Commissioner Conroy stated that after receiving advice from the City Attorney's Office, he made the decision, as the Hearing Officer in the case, because of the fact that allegations were made that various Department officials' testimony was not truthful, that the best thing would be to offer to each side in the case, whether they wish to have a further hearing for the purpose of considering whether those documents should be admitted.

Commissioner Conroy continued by stating that none of the Commissioners had seen any of the documents. The Commission received a response from the attorney's for Chief Stevenson stating that they would wish to reconvene the hearing for the purpose of considering whether those documents should be admitted. Commissioner Conroy directed that the hearing be reconvened, not reopened, for the sole purpose of the Hearing Officer, to consider whether the documents should come in as evidence, offered most likely by Chief Stevenson's attorney's, to rebut the testimony offered by the Department. Commissioner Conroy will also give the Department an opportunity to offer rebuttal witnesses.

Commissioner Conroy noted the reason why he made that decision as the Hearing Officer was given the fact these charges were made, not withstanding the fact that the hearing had been closed, at least the evidentiary portion of the hearing had been closed, he felt that the best thing to do was for these allegations to be fully explored; for these charges to be subject to cross examination and examination so that the truth would be out and all would know whether these allegations are true or false. So without any preconceived ideas as to whether they are true or false, that's the step that he took.

Commissioner Conroy explained that the Commission would decide what the Commission should do in respect to these documents, whether the Commission, apart from the disciplinary hearing, should examine the documents. Commissioner Conroy asked the Commissioners' opinion on what should be done with the documents.

Commissioner Clem Clarke responded that since she was not present at the May 12th meeting when the documents were presented. She would prefer to wait before she proceeds and to act if there is a hearing, since she has not seen any of the documents.

Commissioner Lau asked what evidence existed for the Commission to assume that the documents were inaccurate.

Commissioner Conroy responded that that was the problem with the Commission considering the documents for the purpose that they were offered during public comment. He related that the documents were offered saying that the testimony was untruthful but other than himself, the other Commissioners do not know what the testimony was. Commissioner Conroy agreed with Commissioner Clarke that the best thing was to have the hearing, which should take place sometime before mid-June, and that once the additional testimony is finished, there will then be transcripts of all of the hearings. The transcripts would be made available to the Commissioners, who would review them along with the exhibits. Next would be another meeting scheduled for the Commission to sit in Closed Session and to deliberate as to whether the charges were well founded, and if so, whether the discipline was appropriate. At that time, Commissioner Conroy assumed that there would be discussion among the Commissioners as to the truthfulness of the witnesses at the proceedings.

Commissioner Clarke stated she would like to make a motion that the Commission wait until after the hearing has reconvened before the documents are forwarded to the Commission. Commissioner Lau seconded and the motion was unanimously approved.

Chief Hayes-White offered the Department's assistance in explaining the documents because from a layperson's perspective they are somewhat cumbersome and difficult to understand.

PUBLIC COMMENT
Kevin Smith, President, Black Firefighters Association, expressed concern that the Commission was not being allowed to view the documents.

Commissioner Conroy explained that the motion was not to censor the Commission from the documents but to delay viewing the documents until after the hearing and the consideration of whether there should be an investigation or not into the allegations that Mr. Smith made during the last meeting. Commissioner Conroy confirmed that there was nothing preventing Commissioners from looking at the documents since they were public documents.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, asked if there will be any new written policy from the Department or the Commission about reopening of cases, and if there will be the timelines if this is to be done.

John Darmanin, stated that although Chief Hayes-White would offer the Commission an honest interpretation of the documents, since she herself could be implicated, it would be better someone if someone else assisted.

D. Presentation – Division of Fire Prevention & Investigation *[Discussion]*
(Cont'd from meeting of 04-28-05)

Assistant Deputy Chief & Fire Marshall, Paul Chin provided the presentation on the purpose, responsibilities and activities of the Division of Fire Prevention.

Chief Chin began the presentation by focusing on the increases of the Bureau of Fire Prevention's (BFP) revenue: permit revenue increased by 13%; (2) inspection fee revenue increased by 14%; and (3) plan check revenue increased by 21%. Chief Chin enumerated some of the duties of the BFP, which included: enforcing building codes and state regulations, performing state mandated inspections, issuing Fire Department use permits, acting as a liaison with the public, code development and fire code enforcement.

Chief Chin provided a synopsis of the various components of BFP beginning with Plan Check. Plan Check's projected revenue is $2,000,000, with approximately 4,000 plans reviewed for building and fire code compliance. Fire Permit's projected revenue is $800,000 for inspections of occupancies that require permits (Hazardous Materials, generator installations, public assemblies and garages). High Rise's projected revenue is $700,000 for 550 state mandated inspections. District Inspector's projected revenue is $600,000 for ten districts to confirm compliance with Building and Fire Codes, investigate fire hazard complaints, and perform government-referred inspections from Department of Public Health, Department of Social Services and the Fire Department. Total projected revenue for BFP is $4.9 million.

Chief Chin continued with other aspects of BFP, namely, that the BFP works with 240 schools in such activities that are state-mandated, witnesses fire drills and acts as a liaison with the San Francisco Unified School District.

BFP public education with Single Room Occupancy (SRO) with the Juvenile Fire Setter Program, coordinates Fire Prevention week, and is the first point of contact for questions for the public.

At the San Francisco International Airport, BFP duties include construction plan reviews and inspections, fuel line and tank inspections, fire hazard and safety inspections.

At the Port of San Francisco and Treasure Island, BFP duties include construction plan reviews, issue of Fire Department use permits, code issues involving docked ships, coordinating large public assemblies and overseeing fireworks.

In conclusion, Chief Chin noted that BFP is looking ahead to; (1) improvements to the data retrieval and automation with the Oracle system; (2) ten new high rises to be constructed in the City; (3) continued training with code enforcement adoption; and (4) a projected increase in the number of inspections which would corresponds to an increase in revenues.

(Note: A copy of Chief Chin's presentation is attached.)

5. PUBLIC COMMENT

Larry Bradshaw, Representative, Paramedic Chapter, SEIU Local 790, reiterated his concerns on the issue of the new EMS hires being brought in at a second class status – as civilians with lesser pay and benefits and excluded from the Fire Safety Retirement System. He noted that the Department, in its planning for the EMSA Reconfiguration, was moving in the opposite direction from national and international trends that were moving toward equalizing line of duty disability and death benefits for EMS workers.

Mr. Bradshaw provided articles about EMS line of duty disability and death benefits from various national and international publications. He wanted to know what the Commission's concerns were regarding this subject, and until the Commission indicates them, he and the members he represents can not make their case and engage the Commission in a more nuanced debate.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:20 p.m.

Tania Bauer
Secretary



May 2005

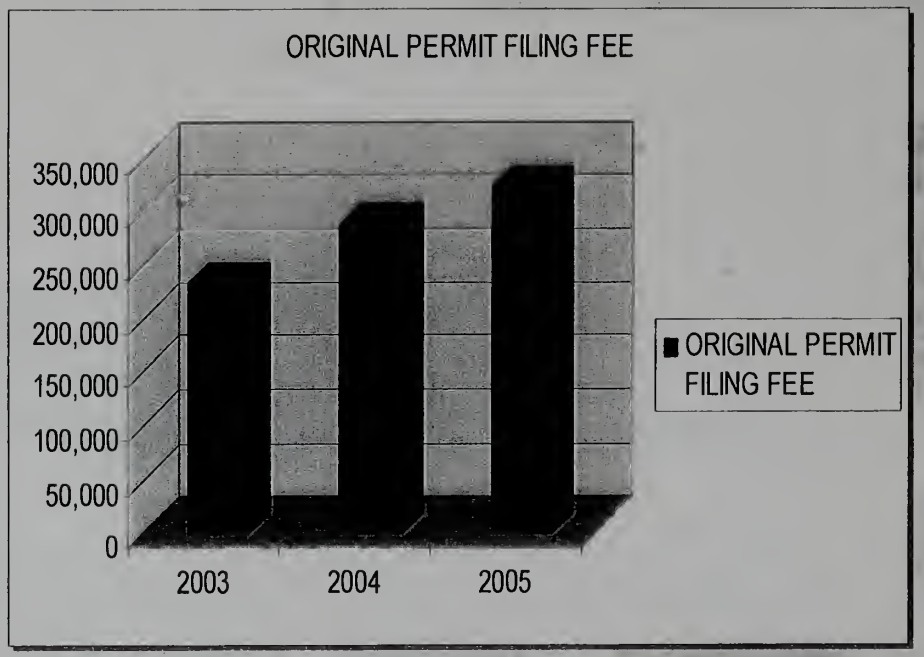

SMOKEY
ONLY YOU

+

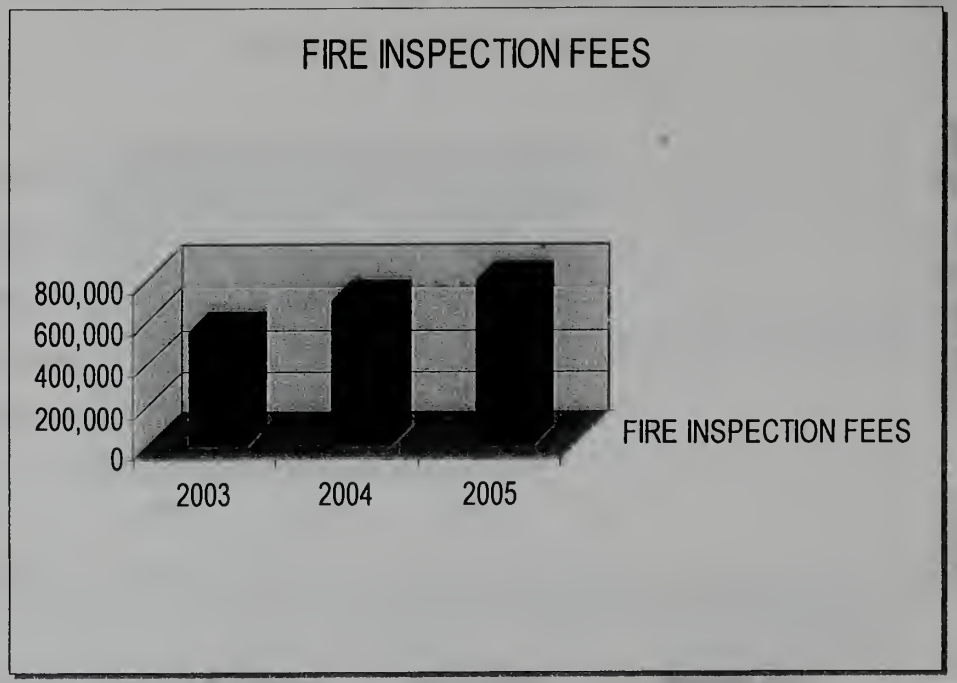




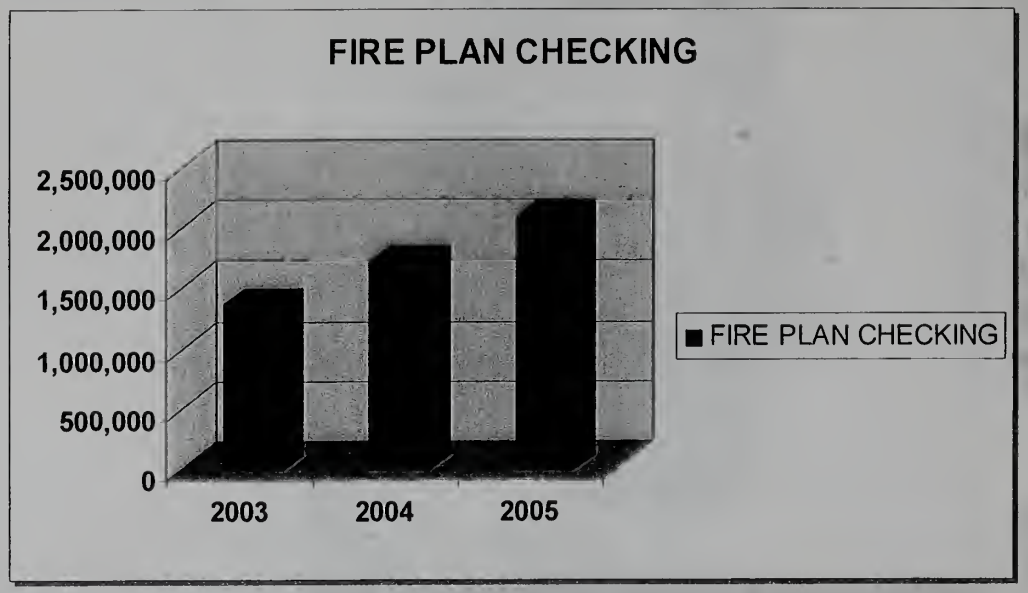
- **Revenues Increased 13%**
- **Annual Permits**
- **New permits**
- **Special Events**



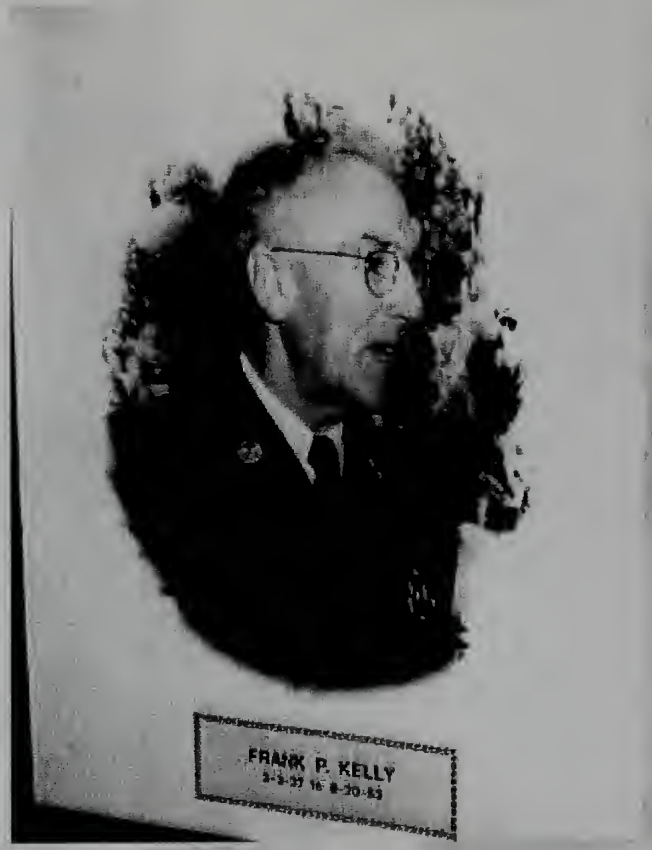
- **Revenues increased 14%**
- **DBI Construction Permits**
- **Code Compliance Inspections**

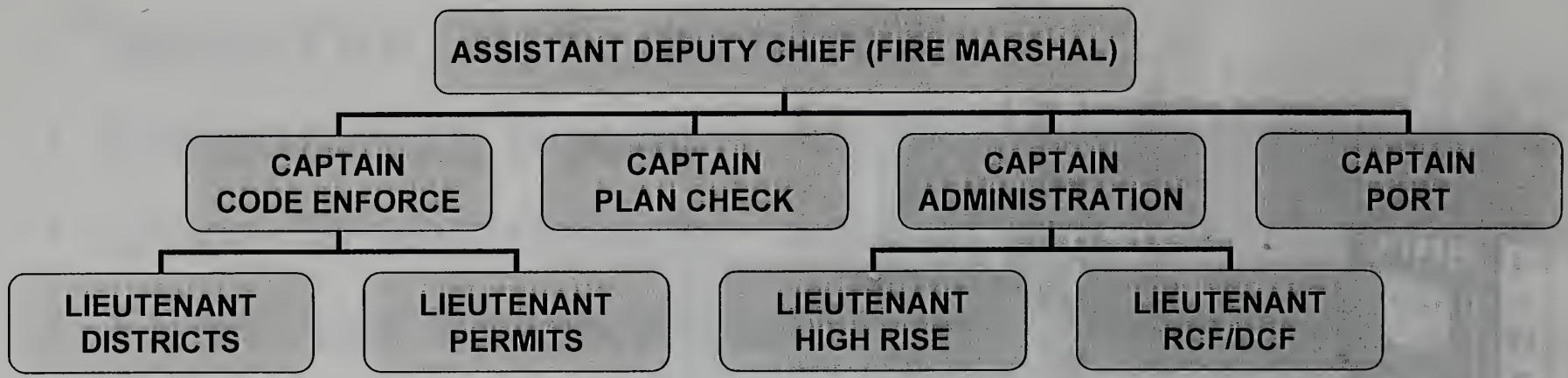


- **Revenues increased 21%**
- **Coordinated Plan Review with City Agencies**
- **Verify Code Compliance**



- Formally organized in 1932
- Fire Marshal
- Added responsibilities




ASSISTANT DEPUTY CHIEF (FIRE MARSHAL)
CAPTAIN CODE ENFORCE
CAPTAIN PLAN CHECK
CAPTAIN ADMINISTRATION
CAPTAIN PORT
LIEUTENANT DISTRICTS
LIEUTENANT PERMITS
LIEUTENANT HIGH RISE
LIEUTENANT RCF/DCF

- Enforce Building Codes & State Regs
- Perform State mandated inspections
- Issue Fire Dept. use permits
- Liaison with public
- Code Development
- Fire Code Enforcement



- **Projected Revenues $2,000,000**
- **4,000 plans reviewed**
- **Building and Fire Code Compliance**
- **Attend Public Code development meetings**



- **Projected revenues $800,000**
- **Inspect occupancies that require permits**
  - Hazardous Materials DPH
  - Generator installations
  - Public Assemblies
  - Garages



- **Revenues $700,000**
- **State Mandated**
- **550 inspected**
- **Height over 75 feet**



- 240 Schools
- State Mandated
- Witnessed fire drills
- Liaison with SFUSD

- **Jails (State mandated) 17 sites**
- **Residential Care Facilities**
  - Elderly Care
  - Drug Rehabilitation
- **Day Care Facilities**
- **Hospitals**
  - Assist OSHPD



- **Multi Unit Residential**
  - Hotels, Apartments and condominiums
- **Over 4,000 buildings inspected**
- **Coordinated by BFP**
- **Inspections conducted by Suppression Companies**
- **State Mandated**

- **Revenue of $600,000**
- **Ten districts**
- **Confirm compliance with Building and Fire Codes**
- **Investigate fire hazard complaints**
- **Perform government referral inspections**
  - DPH, SFFD, DSS

DEVELOPMENT

- Assist develop state and national building and fire codes
- Assist State Fire Marshal Office with code research
- Collaborate with other local Fire Department Code Officials
- Coordinate code enforcement with City Attorney (ACE)

- Single Room Occupancy (SRO) Education
- Juvenile Fire Setter Program
- Fire Prevention Week
- First point of contact for questions from the public



- **Construction plan review and inspections**
- **Fuel line and tank inspections**
- **Construction meetings**
  - $3.4 billion new terminal project
- **Fire Hazard and Safety Inspections**

- Construction Plan Review
- Issue Fire Department Use Permits
- Code Issues Involving Ships (docked)
- Coordinate large public assemblies
- Fireworks

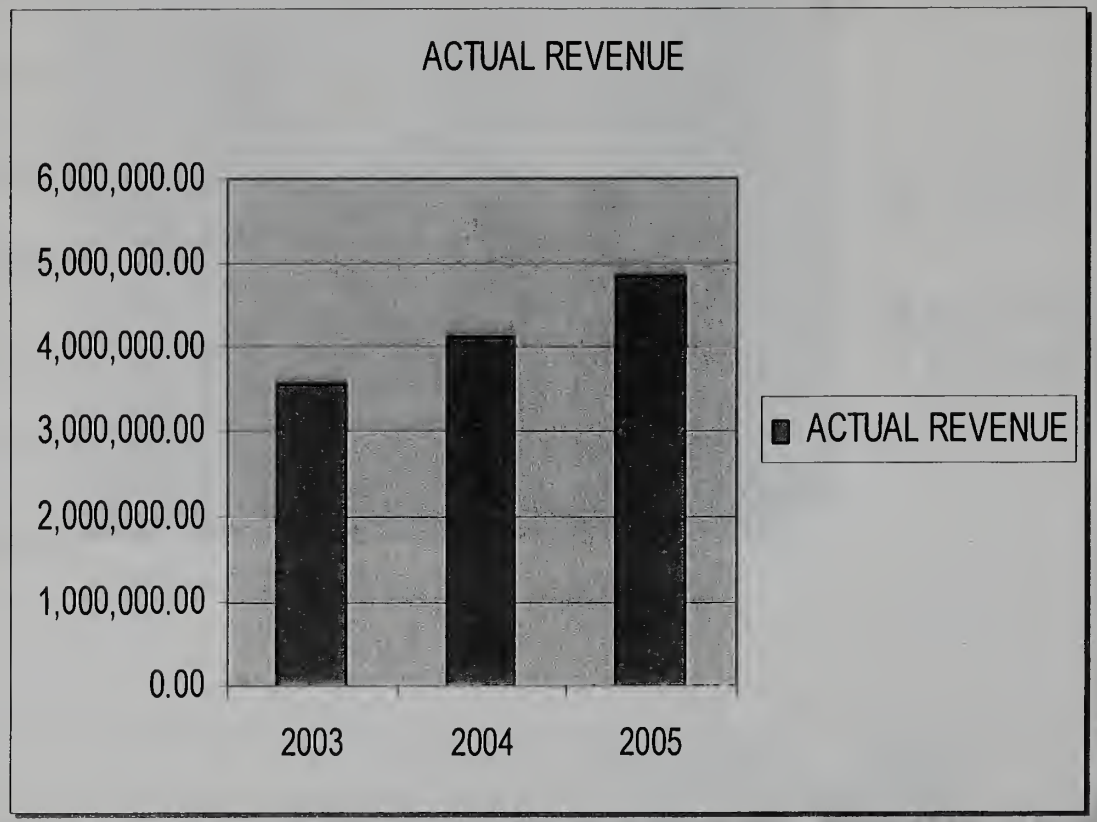


- **Dignitary Protection Detail**
  - Secret Service
- **Perform Field Duties**
  - September 11th Recall
  - Loma Prieta Earthquake
- **Witnessed Emergencies**
  - Assist with medical and fire operations
- **Maintain skills** (Battalion Based Training)

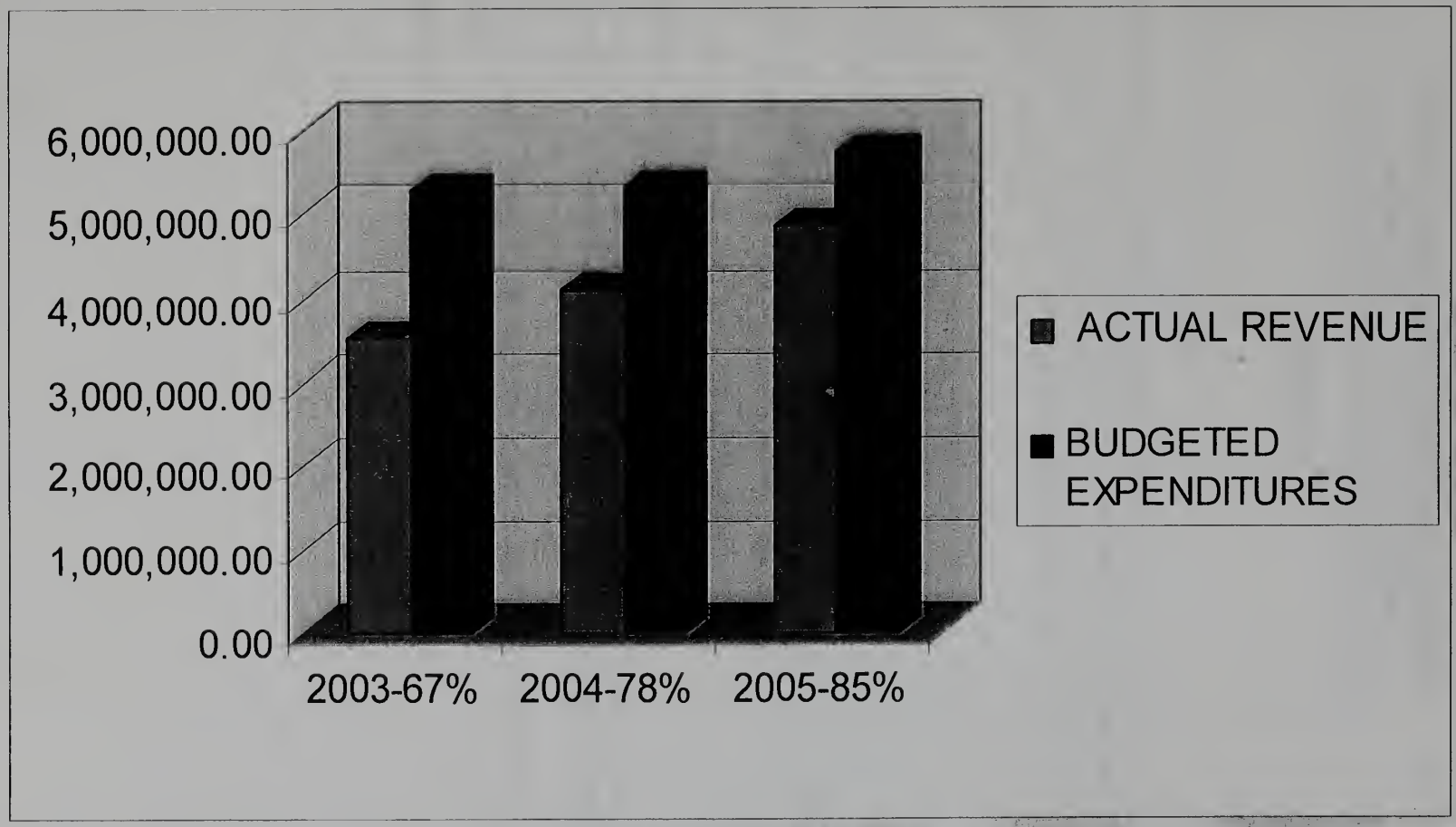
- **Automating (Oracle System)**
- **Ten new high rises**
- **Training (Code Enforcement Adoption)**
- **Projected Increase in number of inspections**
  - Corresponding increase in revenues



- **$4.9 Million Projected**
- **Three year increase**






6,000,000.00
5,000,000.00
4,000,000.00
3,000,000.00
2,000,000.00
1,000,000.00
0.00
2003-67%
2004-78%
2005-85%
ACTUAL REVENUE
BUDGETED EXPENDITURES

SAN FRANCISCO FIRE COMMISSION

DOCUMENTS DEPT.

JUN - 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

FIRE COMMISSION SPECIAL HEARING

Wednesday, June 8, 2005 – 5:30 PM

698 Second Street, Room 102, San Francisco, CA 94107

AGENDA

1. **ROLL CALL**
   President , Paul A. Conroy, Hearing Officer

2. **SUSPENSION APPEAL HEARING** (continued from 3/31/05, 4/19/05 and 4/29/05)
   In accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed his four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

   Section 906 – Response
   Section 2002 – Prompt Performance of Duties
   Section 2805 – Leadership
   Section 3905 – Unfamiliarity with Rules

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

   1. Public Comment on all matters pertaining to Closed Session
   2. Reconvene in Open Session
      a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
      b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-34

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, June 9, 2005, 3:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

JUN - 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

AGENDA

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau

2. **PUBLIC COMMENT**

Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to two minutes.

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Cynthia Childers vs. CCSF, et al., Superior Court Case #02-502249

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-35

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, June 9, 2005 – 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

JUN - 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

AGENDA

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau

2. **PUBLIC COMMENT**
Members of the public may address the Fire Commission on all matters within the subject matter jurisdiction of the Commission

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**
In accordance with Section 4001 of the Rules and Regulations, H20 Lieutenant Joseph King, Engine 20, has appealed his four-day suspension for the period November 18, 19 and 21, 22, 2004. Lieutenant Joseph King was suspended for violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2802 – Enforcement of Rules, Regulations & Orders
Section 3905 – Unfamiliarity with Rules
Section 3954 – Exchange of Tours of Duty

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-36

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-37

FIRE COMMISSION REGULAR MEETING
Thursday – June 9, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of April 28, 2005, and Special Meeting of May 12, 2005.

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Division of Training
Submitting monthly reports from Division of Training concerning activities performed during April and May, 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, May 7 through May 20, 2005.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *MAY 25, 2005:*

0114 Board/Commission Member

George Lau (vice: Rosemarie Fernandez-Pifer)

Reporting the following PERMANENT EXEMPT appointment effective *MAY 11, 2005:*

150 Deputy Chief of Department

Richard E. Kochevar (vice: Federico Sanchez, retired)

Reporting the following PROBATIONARY appointment effective *MAY 23, 2005:*

H2 Firefighter

Patrick J. Rabbitt (vice: Frank Prince, terminated)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Leanio, Philip F.	H40 Battalion Chief	Service	May 21, 2005
Dellari, Glenn S.	H20 Lieutenant	Service	May 04, 2005
Jeong, Darrell M.	H2 Firefighter	Service	May 09, 2005
Siebert, Richard W.	H2 Firefighter	Ind. Dis.	Apr. 08, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of July 28, 2005)

Suspensions
Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Engine 29	8	06-10-05 06-11-05 06-13-05 06-14-05 06-17-05 06-18-05 06-20-05 06-21-05	Sec. 3915 (Proper Behavior) Sec. 3907 (Unauthorized Use of Authority of Uniform) Sec. 3922 (Acts Detrimental to Welfare of Department)
1 H2 Firefighter	Medic 29	4	06-09-05 06-10-05 06-12-05 06-13-05	Sec. 3915 (Proper Behavior) Sec. 3907 (Unauthorized Use of Authority of Uniform)

Resignations
Reporting the following resignations:

H3 Firefighter/Paramedic Norman W. Rooker, effective May 7, 2005. (Resigned with unsatisfactory services. Transferred from DPH 07-01-97.)

Probationary H2 Firefighter Valya L. Kindelvich, effective close of business May 19, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Leaves

Reporting leave of absence with pay for Paramedic Captain David Andersen, for one day, June 17, 2005, in order to attend the Six Sigma EMS Workshop in San Diego, California. The funding for this conference is included in the 2004-2005 Suppression Training budget. Captain Andersen will not be replaced.

B. **Accidents** ***[Discussion]***

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 6	04–5–161	4/12/2005	607	A	File
Cause:	Driver/tiller inattention - While making a right turn, Trk 6 struck a parked civilian vehicle				
Engine 22	04–5–162	4/13/2005	504	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, and turning right, Eng 22 struck a parked civilian vehicle				
Truck 13	04–5–163	4/15/2005	621	B	Bill
Cause:	While exercising reasonable judgment and precaution, Trk 13 was struck by a civilian vehicle which drifted into Trk 13's lane (driver of civilian vehicle was on the cell phone)				
Engine 1	04–5–164	4/16/2005	543	B	Bill
Cause:	While responding to an incident, Eng 1 had taken control of the intersection when it was struck by a civilian vehicle				
AWSS	04–5–165	4/19/2005	942	A	File
Cause:	Driver inattention - Driver of department vehicle allowed his vehicle to drift and rear ended a stopped civilian vehicle				
Engine 29	04–5–166	4/21/2005	502	A	File
Cause:	Driver inexperience - While turning right, Eng 29 struck a parked civilian vehicle				
Engine 14	04–5–168	4/23/2005	592	B	Bill
Cause:	While parked at an incident, Eng 14 was "backed into" by a civilian vehicle				

Medic 7	04–5–169	5/4/2005	751	A	File

Cause: Driver inattention - While backing into quarters, Medic 7 struck apparatus door

Engine 7	04–5–170	5/5/2005	525	A	File

Cause: Misjudged clearance - While attempting to pass between two vehicles, Eng 7 broke mirror of one of the vehicles

Engine 36	04–5–171	5/6/2005	514	B	File

Cause: While exiting station, apparatus door closed on top of Eng 36 due to malfunctioning remote control

Engine 7	04–5–172	5/7/2005	525	A	File

Cause: Driving skill deficiency - While travelling on 19th Street, Eng 7 driver failed to allow enough room to negotiate around a parked vehicle

Medic 17	04–5–173	5/8/2005	743	B	File

Cause: While parked, Medic 17 was struck by a passing truck

AWSS	04–5–174	4/28/2005	997	A	File

Cause: Driver inattention - While approaching an intersection, driver of department vehicle rear ended a stopped civilian vehicle

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

No communications have been received by the Commission from May 20, 2005, through June 2, 2005.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on the FY 2005-06 Budget and current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

B. Formal Complaint *[Discussion]*

Submitting recommendation for termination of Firefighter William Ang, for violating the terms in his Agreement with the San Francisco Fire Commission, approved on November 19, 2004, wherein termination had been held in abeyance.

C. Purchase and Licensing Agreement *[Action]*

Submitting for approval the purchase of SAS software at a cost of $255,650, and authorizing Chief of Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

Action to be taken: Approval of purchase and licensing agreement

D. EMS Reconfiguration *[Discussion]*

Discussion regarding the civil service classification for Paramedics and EMTs in connection with the EMS Reconfiguration, including possible uniformed status and possible public safety benefits for such new employees.

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
:phen A. Nakajo, *Vice President*
:ementine Clarke, *Commissioner*
orge Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-37

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 9, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Aaron C. Stevenson	Division 2
James A. Barden	Division 3

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director
James M. Fazackerley	Section Chief, Operations

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of April 28, 2005, and Special Meeting of May 12, 2005.

The Secretary provided an amendment to the April 28, 2005, minutes: Under Item 4.C – Public Comment by Scott Campbell, M.D., should read:

Scott Campbell, M.D., stated that he had been appointed as chairman of the Ambulance Diversion Task Force by legislation passed by the Board of Supervisors

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no further questions or discussion and the minutes of the Regular Meeting of April 28, 2005, were approved as amended.

Commissioner Clarke moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes of the Special Meeting of May 12, 2005, were approved as presented.

PUBLIC COMMENT
John Darmanin wished to know if the minutes placed on the table before the Commission were a draft or final.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Division of Training
Submitting monthly reports from Division of Training concerning activities performed during April and May, 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, May 7 through May 20, 2005.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *MAY 25, 2005:*

0114 Board/Commission Member

George Lau (vice: Rosemarie Fernandez-Pifer)

Reporting the following PERMANENT EXEMPT appointment effective *MAY 11, 2005:*

150 Deputy Chief of Department

Richard E. Kochevar (vice: Federico Sanchez, retired)

Reporting the following PROBATIONARY appointment effective *MAY 23, 2005:*

H2 Firefighter

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Siebert, Richard W.	H2 Firefighter	Ind. Dis.	Apr. 08, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of July 28, 2005)

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Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
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Reporting the following resignations:

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PUBLIC COMMENT
John Darmanin commented regarding training at the Airport and that he would like to see a specific list of the on-going training and improvements in the way records are kept at the Airport.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. Accidents *[Discussion]*
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
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Cause: While responding to an incident, Eng 1 had taken control of the intersection when it was struck by a civilian vehicle

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Cause: Driver inattention - Driver of department vehicle allowed his vehicle to drift and rear ended a stopped civilian vehicle

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Cause: While parked at an incident, Eng 14 was "backed into" by a civilian vehicle

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Engine 36	04–5–171	5/6/2005	514	B	File

	Cause:	While exiting station, apparatus door closed on top of Eng 36 due to malfunctioning remote control			
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	Cause:	Driving skill deficiency - While travelling on 19th Street, Eng 7 driver failed to allow enough room to negotiate around a parked vehicle			
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	Cause:	While parked, Medic 17 was struck by a passing truck			
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Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin requested that funds be set aside for EVOC (Emergency Vehicles Operations Course) training. He mentioned that there is an option in the MOU where the Chief, at his or her discretion, can test drivers or other personnel for drug and alcohol use on vehicles that have been involved in accidents. Mr. Darmanin was not aware that this had ever been done.

John Hanley, President, San Francisco Firefighters Local 798, stated that on numerous occasions when accidents have occurred there has been a drug and alcohol test; all tests were negative.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

No communications have been received by the Commission from May 20, 2005, through June 2, 2005.

PUBLIC COMMENT
John Darmanin stated his belief that communications sent to the Commission had not appeared in the published listing. He believed that it is important to list all communications that are received, including emails that come to the Fire Commission Secretary.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on the FY 2005-06 Budget and current issues, activities and upcoming events.

Joanne Hayes-White, Chief of Department, explained that on February 22nd the Department had submitted its initial budget to the Mayor's Budget Office, and since then it has been reviewed and incorporated into the Mayor's Budget which has been submitted by the Mayor to the Board of Supervisors on June 1st. The Budget is now under review by the Board's Budget and Finance Committee. The Chief has scheduled meetings with each of the members of the Budget and Finance Committee to answer any specific questions or concerns they may have before the Department's formal presentation. The Department's first presentation before the Committee will be on Wednesday June 22nd at 1:00pm.

Chief Hayes-White related that on June 6th, Chief Massetani and she attended a Town Hall meeting at the Mission YMCA that was co-sponsored by Districts 9 and 11, that is, by Supervisor Ammiano and Supervisor Sandoval. She stated that it was well attended and there were many questions from the public.

Chief Hayes-White reported that there has been a decline in Department-at-fault accidents. An Emergency Vehicle Operations Course (EVOC) has been reviewed. The Department hopes to obtain a Driver Simulator program through grant funding. The grant is approximately $1,000,000 and she hopes to hear good news on that.

Chief Hayes-White, referring to random drug testing, reminded the Commission that this issue was a provision that was entered into collaboratively during MOU negotiations with Local 798 last July. Chief Hayes-White paid a visit to the Medical Examiner's office to review the types of specimens processing available. Currently, the tool used for random testing for alcohol is a Breathalyzer. For the drug testing, urine samples are used. The Department is reviewing the use of oral fluid testing which equates to a salvia test.

Chief Hayes-White spoke of a recent operational situation. It was a very difficult case in 12-year old boy was fatally mauled by one of his family pets. Chief Hayes-White observed the utmost professionalism on the scene and was very proud of all the members that responded to that difficult call.

Commissioner Nakajo wished to know to know where the Department stood in terms of the budget the Mayor presented to the Board on May 31st.

Chief Hayes-White responded by reminding the Commission that Propositions J and K were not passed last year and the Mayor had requested a mid-year reduction from all the departments and the reduction for the Fire Department was amounted to $7.5 million. The Department was able to come up with $3.1 million in FY 2004-05, which meant that a balance of $4.4 million would be carried over into the next fiscal year. Chief Hayes-White referred the Commission to the time when the Mayor came before them and asked for an additional reduction in the next fiscal year amounting to $7.7 million. This brought the total to $12.1 million for fiscal year FY 2005-06. Chief Hayes-White explained that to

accomplish these cuts, the Department will continue the brown-outs and think of creative ways to come up with additional revenue. The Department is hopeful that the Mayor's Office has considered the fact that the Department is projecting an increase of $4.1 million in EMS revenues. This increase in revenue is due to the restructuring of the fee schedule, service charges and the implementation of an electric data capturing system allowing for a more accurate system of billing.

Commissioner Nakajo inquired about recouping some revenues from the properties that the Department owns. Commissioner Nakajo wanted a confirmation that those properties were not yet sold. If the properties were not sold, those revenues could be used to help offset the $12.1 million shortfall for FY 2005-06. Chief Massetani responded that the revenue from the properties had been used against the current fiscal year.

REPORT FROM OPERATIONS
Richard Kochevar, Deputy Chief, Operations, reported that there were five greater alarms with an overall total property damage of a $1,100,000 to the actual fire buildings. There had been three civilian injuries, no civilian fatalities, no firefighter injuries and no firefighter fatalities. Sixteen adults and three children were displaced.

Chief Kochevar reported that on May 25th, the yearly Airport drill was conducted where an aircraft fire was simulated with the FAA observing the drill. The Department's initial response was with units at the Airport for initial extinguishment and, also, a response with suppression companies from San Francisco. There were approximately 175 volunteers, including students from a high school, that were removed from the airplane and triaged.

Furthermore, Weapons of Mass Destruction training was proceeding at the Treasure Island Facility. Training consists of a classroom and hands-on training for mass casualty incidents and gross decontamination of anyone involved or exposed to any type of contaminating device.

EMS Report
Glenn Ortiz-Schuldt, EMS Chief, provided May statistics from the EMS Division: (1) the Department had 24.6 ALS engines; (2) 19 Medic units were staffed every day of the month; (3) Incident management statistics indicated 21 events; (4) 10 exception reports, which are low-level incidents; (5) 7 potential sentinel events, which may have some impact on the patient or the safety of the healthcare worker; and (6) 3 telephone or letter complaints from the public.

Chief Ortiz-Schuldt wanted to acknowledge Chief Siragusa and his staff for managing to provide 4,282 student training hours on aero-medical operations. A helicopter was made available that would land and allow crews the opportunity to load and unload patients.

Chief Schuldt continued on response times, and the Department is holding steady and actually seeing improvement. On average the Department is in the 90th percentile.

In reference to the EMS Reconfiguration, Chief Ortiz-Schuldt confirmed that logistical operations, training, entrance exams and other HR issues are all moving forward. He noted that the Department had the final drafts for the entrance exams for paramedics and EMTs.

James Lambrechts, Acting Battalion Chief, reported on the reconfiguration. Chief Lambrechts reassured the Commission that the Department is continuing to work on the DHR issues in order to hire the most appropriate candidates. Facility plans and

specifications have been developed and uniforms have been selected. The Department is working closely with the ECD (Emergency Communications Department) and the dispatch system to make any modifications. The Department is upgrading and testing the AVLs (Available Vehicle Locators) on ambulances to ensure that the fleet is ready to accept the dynamically deployed program. Chief Lambrechts also mentioned that he is working closely with Chief Siragusa in developing a curriculum and training schedule for the new hires.

PUBLIC COMMENT
John Darmanin was curious why the Department had not implemented the random drug testing policy it already has in place, which is used as a requirement by the coast Guard for firefighters assigned to the fireboat. He believed that the salvia test mentioned by Chief Hayes-White was the least reliable testing method.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

Item 4.D. was taken out of sequence.

D. EMS Reconfiguration *[Discussion]*

Discussion regarding the civil service classification for Paramedics and EMTs in connection with the EMS Reconfiguration, including possible uniformed status and possible public safety benefits for such new employees.

Commissioner Clarke was interested in hearing about the pros and cons of having uniformed status and public safety employee benefits for the new paramedics and EMTs that will be part of the EMS Reconfiguration.

Chief Hayes-White responded that shared her concerns about the reconfiguration, that is, that 24-hour shifts on an ambulance are not conducive to the health and well-being of the Department's workforce. She explained that another goal is to have 42 ALS Engines companies upon completion of the implementation of the reconfiguration. The Department decided that dynamically deployed ambulances would deal better with the heavy workload and provide greater flexibility to the system. This led to four ten-hour shifts so that the Department could alleviate fatigue syndrome that is now occurring.

Chief Ortiz-Schuldt presented some arguments for reclassifying the positions into uniformed job classifications. One argument is that the public safety pension and the death in the line of duty benefit has something that has been provided to firefighters and police historically but in the last ten to fifteen years there has been a move nationwide to provide the same level of protection to Paramedics and EMTs serving on ambulances in the field. Operationally, if the Department were to move forward with a civilian transport tier, the Department would have no flexibility staffing it. There would be civilians staffing the transport tier and uniformed members staffing the four ambulances and the ALS engines as Firefighter/Paramedics and no ability to cross-pollinate. Chief Ortiz-Schuldt noted that if Paramedics on the transport tier called in sick, the Department would not be able to backfill that absence with a uniformed member but if everyone is uniform, there is additional operational flexibility.

Chief Ortiz-Schuldt wished to make another point. A division within the Fire Department between the "haves" and "have nots" can be avoided in the future by having uniformed employees. If these new employees will be not uniformed, the Department would probably

see the members of the transport tier mount their own ballot measure in the near future.

Commissioner Lau wished to know if the EMS Reconfiguration is being budgeted into the FY 2005-06 Budget. Julia Dawson, Chief Financial Officer, said that it is budgeted as if the reconfiguration is occurring but with a civilian transport tier rather than a uniformed one. The salaries would be comparable during the initial phase of Paramedic and EMT hires, and have no impact.

Commissioner Nakajo agreed that public safety benefits should be extended to the new Paramedics and EMTs in the transport tier and that they should be uniformed. He stated that the Department does not need any further of division. Commissioner Nakajo was pleased to hear that Chief Hayes-White was concerned with issues of fatigue, morale, and the 24 hour shift.

PUBLIC COMMENT
John Darmanin cited the Public Safety Inspectors in Fire Prevention who received a ruling on like-work-like-pay and became equal in salary with uniformed Fire Inspectors but they still do not receive public safety benefits.

Matthew McNaughton expressed concern in relation to the increased benefits with public safety personnel. Jobs should be analyzed for hazards, conditions and actual job functions and only then determine if it falls into labor code sections that have these benefits.

Commissioner Conroy wanted to thank Larry Bradshaw for providing the Commission with a package of information dealing with other jurisdictions and how they conferred public safety benefits and uniform status on transport Paramedics and EMTs.

Commissioner Clarke made a motion that the Commission place on the next meeting's agenda, a revision to Resolution 04-5 EMS Reconfiguration, which was passed in May 2005, amending the language to reflect that Paramedic's and EMTs in the transport tier should be considered as public safety employees and receive the appropriate benefits.

B. Formal Complaint *[Discussion]*

Submitted recommendation for termination of Firefighter William Ang, for violating the terms in his Agreement with the San Francisco Fire Commission, approved on November 19, 2004, wherein termination had been held in abeyance.

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Ang of a hearing date as soon as one is set.

PUBLIC COMMENT
John Darmanin wished to see specifics relating to what was violated.

C. Purchase and Licensing Agreement *[Action]*

Submitted for approval the purchase of SAS software at a cost of $255,650, and authorizing Chief of Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

Julia Dawson, Chief Financial Officer, started the presentation by answering the Commission's question about the sole source for the contract and its appropriateness. She continued that the software the Department was proposing to buy would be from federal funds that came to the state. Due to the way it is funded, the Department is

obligated to follow the sole source procedures federal and state regulations. The Department has already submitted the paperwork for approval and has received formal approval from the funder. The Department had to submit in writing what the product is, what the Department is using it for, and why the Department feels it has met the grant conditions.

At this point in the meeting, Commissioner Conroy requested that John Darmanin cease videotaping the audience because it was disrupting the meeting.

Ms. Dawson explained that the documents have been passing back and forth between the City and the SAS Institute, with the City proposing a licensing agreement. The Department has a firm price quote from the SAS Institute, and even though there have been several items that have arisen some time delays with the Department asking for a refresher quote, SAS Institute has kept the price consistent.

Commissioner Lau made a motion that the Department purchase the SAS software at the cost of $225,650 and authorize the Chief of the Department to enter into a licensing agreement with SAS software, with modifications as negotiated and approved by the City and the SAS Institute.

PUBLIC COMMENT
John Darmanin stated that his videotaping of the audience was part of his "public comment" right.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no further questions or discussion and the Purchase and Licensing Agreement was approved on recommendation of Chief of Department.

5. PUBLIC COMMENT

John Darmanin stated that he was entitled to videotape the audience.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:30 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, June 22, 2005 – 9:00 AM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau

2. COMMISSION DELIBERATIONS ON SUSPENSION APPEAL (Continued from 7/9/05)
In accordance with Section 4001 of the Rules and Regulations, H20 Lieutenant Joseph King, Engine 20, has appealed his four-day suspension for the period November 18, 19 and 21, 22, 2004. Lieutenant Joseph King was suspended for violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2802 – Enforcement of Rules, Regulations & Orders
Section 3905 – Unfamiliarity with Rules
Section 3954 – Exchange of Tours of Duty

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

05-38

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SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, June 22, 2005 – 10:30 AM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau

2. COMMISSION DELIBERATIONS ON SUSPENSION APPEAL

In accordance with Section 4001 of the Rules and Regulations, H4 Inspector John Darmanin, Bureau of Fire Prevention, has appealed his four-day suspension for the period January 25, 26, 27 and 28, 2005. Inspector Darmanin was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

05-39

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FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-40

FIRE COMMISSION REGULAR MEETING
Thursday – June 23, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Chief of Department	Joanne M. Hayes-White

2. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of May 26, 2005.

Action to be taken: Approval of the minutes

3. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, May 21 through June 3, 2005.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access[1]
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Separation
Reporting separation of the following:

Commissioner Rosemarie Fernandez-Pifer, effective May 25, 2005
Commissioner Douglas E. Goldman, effective May 25, 2005

Resignation
Reporting resignation of Probationary H2 Firefighter Cristina L. Kosta, effective May 31, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Leaves
Reporting leaves of absence with pay for the following:

Lieutenant Brendan O'Leary and Inspector Patrick Stranahan, Bureau of Fire Prevention, for one day, May 31, 2005, in order to attend the *Hospital Inspection Class* presented by the California Fire Chiefs Association, Nor-Cal Division, in Walnut Creek, California. Lieutenant O'Leary and Inspector Stranahan will apply for reimbursement with the Department of Human Resources' Tuition Reimbursement Program. They will not be replaced.

Inspector Donald Fields, Bureau of Fire Prevention, for three days, June 15 through June 17, 2005, in order to attend the *National Fire Alarm Code Training Class* presented by the National Fire Protection Association in San Francisco, California. Inspector Fields will pay for the cost of his attendance to this class. He will not be replaced.

Investigator George Smith, Bureau of Fire Investigation, for four days, May 24 through May 28, 2005, in order to attend a training class entitled *Investigative Interview and Interrogation Techniques*, presented by the Behavioral Analysis Training Institute in Santa Rosa, California. Registration fees, transportation, lodging and daily per diem are included in the 2004-2005 Budget. Investigator Smith will not be replaced.

Investigator Henry Tam, Bureau of Fire Investigation, for four days, June 13 through June 16, 2005, in order to attend a training class entitled *Investigation of Vehicle Fire Seminar* presented by Lee S. Cole & Associates, Inc., in Denver, Colorado. Registration fees, transportation, lodging and daily per diem are included in the 2004-2005 Budget. Investigator Tam will not be replaced.

Reporting leaves of absence with pay for the time period from March 2005 through October 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	6281 Fire Safety Inspector	12
15	H2 Firefighter	414
2	H3 Firefighter/Paramedic	70
3	H20 Lieutenant	32
	Total Number of Days with Pay	528

Reporting intermittent leaves with pay for the time period from March 2005 through July 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jun. 07, 2005 – Jun. 06, 2006
1	H2 Firefighter	Jul. 15, 2005 – Jul. 15, 2006
1	H2 Firefighter	May 23, 2005 – May 22, 2005
1	H2 Firefighter	Jun. 20, 2005 – Dec. 20, 2005

1	H2 Firefighter	Jul. 01, 2005 – Jun. 30, 2006
1	H2 Firefighter	Mar. 20, 2005 – Jun. 02, 2005
1	H2 Firefighter	May 27, 2006 – May 26, 2006
1	H3 Firefighter/Paramedic	May 28, 2005 – May 28, 2006
1	H3 Firefighter/Paramedic	Jun. 06, 2005 – Jun. 05, 2006
1	H10 Fire Incident Specialist	Jun. 15, 2005 – Dec. 15, 2005
1	H20 Lieutenant	May 20, 2005 – Jul. 24, 2005

Reporting leaves of absence without pay for the time period from April 2005 through September 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
5	H2 Firefighter	345
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	399

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSG	H2 FF	06-04-05 06-05-05	2	US Air Force Res. Channel Islands ANG Station, CA	Attend Active Duty Training

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
EMS RC 1	04–5–167	4/21/2005	926	B	Bill
Cause:	While responding with red lights and siren, RC 1 had gained control of the intersection and was struck by a vehicle that did not yield				
AWSS	04–5–175	5/9/2005	942	A	File
Cause:	Driver inattention - Driver of department vehicle "rear ended" a stopped civilian vehicle				
EMS RC 3	04–5–176	5/12/2005	913	B	Bill
Cause:	While beginning to slowly accelerate from a stop, RC 3 was struck from behind by another vehicle				
AWSS	04–5–177	5/13/2005	968	A	File
Cause:	Driver inattention - Department vehicle struck the rear of a vehicle that had begun moving and then stopped suddenly				

Engine 9	04–5–178	5/14/2005	597	B	Bill
Cause:	While double parked at an event, Eng 9 was struck by another vehicle making a turn				
Engine 24	04–5–179	5/15/2005	588	A	File
Cause:	Misjudged clearance - While making a tight left turn on a very narrow street, Eng 24 struck a garage door jam				
Engine 13	04–5–180	5/16/2005	587	B	Bill
Cause:	While parked at an incident, Eng 13 was struck by a passing vehicle				
Truck 17	04–5–181	5/20/2005	631	A	File
Cause:	Misjudged clearance - While passing a stopped postal truck, Trk 17 struck the mirror of the stopped vehicle				
Engine 2	04–5–182	5/22/2005	529	A	File
Cause:	Driving skill deficiency - While backing into station and realigning, Eng 2 struck doorway entrance				
Medic 17	04–5–183	5/5/2005	743	B	File
Cause:	While stopped at a stop sign, Medic 17 was struck by a civilian vehicle making a right turn				
Medic 5	04–5–184	5/12/2005	753	A	File
Cause:	While backing up another ambulance unit (Medic 41), driver of Medic 5 struck a pole				

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from May 20 through June 16, 2005:

1. Jim Pedersen, inviting Commission to participate in a community forum on the increasing noise of emergency vehicle sirens and horns, and protesting the disproportionate amount of emergency vehicle noise on Hyde Street. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Dave Franz, asking if anyone has any knowledge about the site and address of the Lawrence Warehouse Company, which burnt down in the 1970s or 80s. Copy: Commissioners and Chief of Department.

3. From Dolores Williams, Activities Director, All Hallows Community, thanking Deputy Chief Kochevar for his kindness and patience in answering questions from the residents after their first real fire drill. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through C)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2005-06 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Recognition of Assistant Medical Director – Michael Casner, M.D.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on continuing discussion of the FY 2005-06 Budget.

B. Maintenance Contract – Stewart & Stevenson *[Action]*

Submitting for review and approval a proposed maintenance contract in the amount of $60,000 per year from Stewart & Stevenson to service and maintain auxiliary electric diesel powered generators at Fire Department facilities. The term of this contract is for one year, with a one-year renewal option for the same contracted amount.

Action to be taken: Maintenance contract be approved

C. Maintenance Contract – United California Glass & Service *[Action]*

Submitting for review and approval a proposed maintenance contract in the amount of $50,000 per year from United California Glass & Service to furnish, install and provide as-needed repair for the Department's overhead rolling doors. The term of this contract is for one year, with a one-year renewal option for the same contracted amount.

Action to be taken: Maintenance contract be approved

D. Office of Emergency Services/Mutual Aid Presentation *[Discussion]*

Thomas Siragusa, Assistant Deputy Chief, SFFD, and Marvin Howard, Assistant Chief, Office of Emergency Services, State of California

Presentation on the background, need and organizational structure of Mutual Aid

5. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
:phen A. Nakajo, *Vice President*
ementine Clarke, *Commissioner*
orge Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-40

MINUTES OF THE FIRE COMMISSION

/05

Regular Meeting – Thursday – June 23, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau

Vice President Stephen A. Nakajo was excused for business.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director
Michael Casner, M.D.	SFFD Assistant Medical Director

2. **APPROVAL OF THE MINUTES** ***[Action]***

Regular Meeting of May 26, 2005.

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented.

PUBLIC COMMENT
John Darmanin, referring to the Minutes of the May 26th Meeting, reiterated his previous concerns that the minutes are not being published within the parameters established by the Sunshine Ordinance.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters ***[Discussion]***
(Removed from Consent Calendar)

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, May 21 through June 3, 2005.

Separation
Reporting separation of the following:

Commissioner Rosemarie Fernandez-Pifer, effective May 25, 2005
Commissioner Douglas E. Goldman, effective May 25, 2005

Resignation
Reporting resignation of Probationary H2 Firefighter Cristina L. Kosta, effective May 31, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Leaves
Reporting leaves of absence with pay for the following:

Lieutenant Brendan O'Leary and Inspector Patrick Stranahan, Bureau of Fire Prevention, for one day, May 31, 2005, in order to attend the *Hospital Inspection Class* presented by the California Fire Chiefs Association, Nor-Cal Division, in Walnut Creek, California. Lieutenant O'Leary and Inspector Stranahan will apply for reimbursement with the Department of Human Resources' Tuition Reimbursement Program. They will not be replaced.

Inspector Donald Fields, Bureau of Fire Prevention, for three days, June 15 through June 17, 2005, in order to attend the *National Fire Alarm Code Training Class* presented by the National Fire Protection Association in San Francisco, California. Inspector Fields will pay for the cost of his attendance to this class. He will not be replaced.

Investigator George Smith, Bureau of Fire Investigation, for four days, May 24 through May 28, 2005, in order to attend a training class entitled *Investigative Interview and Interrogation Techniques*, presented by the Behavioral Analysis Training Institute in Santa Rosa, California. Registration fees, transportation, lodging and daily per diem are included in the 2004-2005 Budget. Investigator Smith will not be replaced.

Investigator Henry Tam, Bureau of Fire Investigation, for four days, June 13 through June 16, 2005, in order to attend a training class entitled *Investigation of Vehicle Fire Seminar* presented by Lee S. Cole & Associates, Inc., in Denver, Colorado. Registration fees, transportation, lodging and daily per diem are included in the 2004-2005 Budget. Investigator Tam will not be replaced.

Reporting leaves of absence with pay for the time period from March 2005 through October 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	6281 Fire Safety Inspector	12
15	H2 Firefighter	414
2	H3 Firefighter/Paramedic	70
3	H20 Lieutenant	32
	Total Number of Days with Pay	528

Reporting intermittent leaves with pay for the time period from March 2005 through July 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jun. 07, 2005 – Jun. 06, 2006
1	H2 Firefighter	Jul. 15, 2005 – Jul. 15, 2006
1	H2 Firefighter	May 23, 2005 – May 22, 2005
1	H2 Firefighter	Jun. 20, 2005 – Dec. 20, 2005
1	H2 Firefighter	Jul. 01, 2005 – Jun. 30, 2006
1	H2 Firefighter	Mar. 20, 2005 – Jun. 02, 2005
1	H2 Firefighter	May 27, 2006 – May 26, 2006
1	H3 Firefighter/Paramedic	May 28, 2005 – May 28, 2006
1	H3 Firefighter/Paramedic	Jun. 06, 2005 – Jun. 05, 2006
1	H10 Fire Incident Specialist	Jun. 15, 2005 – Dec. 15, 2005
1	H20 Lieutenant	May 20, 2005 – Jul. 24, 2005

Reporting leaves of absence without pay for the time period from April 2005 through September 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
5	H2 Firefighter	345
1	H3 Firefighter/Paramedic	54
	Total number of Days w/o Pay	399

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSG	H2 FF	06-04-05 06-05-05	2	US Air Force Res. Channel Islands ANG Station, CA	Attend Active Duty Training

PUBLIC COMMENT
John Darmanin wished that Health Check would still be providing medical examinations to firefighters to help them maintain good health.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.A. was unanimously approved.

B. **Accidents** ***[Discussion]***
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
EMS RC 1	04–5–167	4/21/2005	926	B	Bill
Cause:	While responding with red lights and siren, RC 1 had gained control of the intersection and was struck by a vehicle that did not yield				
AWSS	04–5–175	5/9/2005	942	A	File
Cause:	Driver inattention - Driver of department vehicle "rear ended" a stopped civilian vehicle				
EMS RC 3	04–5–176	5/12/2005	913	B	Bill
Cause:	While beginning to slowly accelerate from a stop, RC 3 was struck from behind by another vehicle				
AWSS	04–5–177	5/13/2005	968	A	File
Cause:	Driver inattention - Department vehicle struck the rear of a vehicle that had begun moving and then stopped suddenly				
Engine 9	04–5–178	5/14/2005	597	B	Bill
Cause:	While double parked at an event, Eng 9 was struck by another vehicle making a turn				
Engine 24	04–5–179	5/15/2005	588	A	File
Cause:	Misjudged clearance - While making a tight left turn on a very narrow street, Eng 24 struck a garage door jam				
Engine 13	04–5–180	5/16/2005	587	B	Bill
Cause:	While parked at an incident, Eng 13 was struck by a passing vehicle				
Truck 17	04–5–181	5/20/2005	631	A	File
Cause:	Misjudged clearance - While passing a stopped postal truck, Trk 17 struck the mirror of the stopped vehicle				
Engine 2	04–5–182	5/22/2005	529	A	File
Cause:	Driving skill deficiency - While backing into station and realigning, Eng 2 struck doorway entrance				

Medic 17	04–5–183	5/5/2005	743	B	File

Cause: While stopped at a stop sign, Medic 17 was struck by a civilian vehicle making a right turn

Medic 5	04–5–184	5/12/2005	753	A	File

Cause: While backing up another ambulance unit (Medic 41), driver of Medic 5 struck a pole

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin still wondered why the fire department is not providing training to firefighters/drivers who have been involved in accidents.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.B. was unanimously approved.

C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from May 20 through June 16, 2005:

1. Jim Pedersen, inviting Commission to participate in a community forum on the increasing noise of emergency vehicle sirens and horns, and protesting the disproportionate amount of emergency vehicle noise on Hyde Street. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Dave Franz, asking if anyone has any knowledge about the site and address of the Lawrence Warehouse Company, which burnt down in the 1970s or 80s. Copy: Commissioners and Chief of Department.

3. From Dolores Williams, Activities Director, All Hallows Community, thanking Deputy Chief Kochevar for his kindness and patience in answering questions from the residents after their first real fire drill. Copy: Commissioners and Chief of Department.

PUBLIC COMMENT
John Darmanin indicated that Item 3C should actually read "Some Communications Received by Commission" because he believes that not all the correspondence received by the Commission is listed.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 3.C. was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2005-06 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Prior to beginning her report, Chief Hayes-White invited Dr. Michael Casner to step forward. She also invited Dr. Marshal Isaacs to come forward and join her in recognizing Assistant Medical Director, Dr. Michael Casner, for his three years of service to the San Francisco Fire Department. Dr. Casner joined the San Francisco Fire Department in 2002 and was responsible for assisting and overseeing the training curriculum for the firefighter recruits as well as for the in-service training program. For the last year, he assisted in the quality improvement program as well as the risk management program. He did an excellent job and will be sorely missed. Chief Hayes-White continued to comment that Dr. Casner will be returning to Chicago where he did his residency and where most of his family resides. He will be joining the emergency medicine group at a hospital there. She congratulated him, and invited Dr. Issacs to join in.

Dr. Isaacs praised Dr. Casner for his very high standards of professionalism and excellence in every aspect of his job and noted that he is a talented emergency and EMS physician. On behalf of the entire EMS command staff he thanked Dr. Casner for his years of service to the San Francisco Fire Department and presented a small token to Dr. Casner. Dr. Casner was congratulated by members of the Commission.

Chief Hayes-White informed the Commission that she appeared before the Budget and Finance Committee meeting on June 22, 2005, with Chief Massetani and Chief Financial Officer Julia Dawson. Under the direction of Chief Massetani, the fire department is doing its best to comply with the requests for budget reductions. The department is also closely monitoring the situation as it relates to the brown-outs. In addition, there is a decline in workers' compensation expenditures and disability expenditures.

The EMS Reconfiguration is still a high priority and a meeting with the Department of Human Resources was scheduled for June 30 in order to finalize some issues. Effective July 1, 2005, further civilianization at the Emergency Communications Department (ECD) will take place. At the moment, fire dispatch is handled by uniformed employees. With this civilianization, 14 members will be returning to the Fire Department from their assignment at the ECD; 11 of which will immediately be returned to the field, and the remaining three, with ADA issues involved, will not. The 110th recruit class started in May, and Chief Siragusa gave the class a talk about health, safety and wellness, about diet and wearing personal protective equipment. This type of awareness is important because by the end of May this year there were already 50 firefighter fatalities throughout the country.

On June 24, 2005, there will be a briefing at the Office of Emergency Services and Homeland Security and the four advisory departments will attend, that is, Police, Fire, DPH and Sheriff. The briefing will include an overview of the Urban Area Security Initiative (USAI), the funding and the program, and the different presidential directives as they relate to homeland security funding. It may also include the tsunami warning system that went into effect.

In response to a question from Commissioner Lau, Chief Hayes-White indicated that the Fire Department is trying to obtain funding for the EVOC (Emergency Vehicle Operations

Course) Program through the general fund in the Department's budget.

In response to a question from Commissioner Conroy, Chief Hayes-White commented that the Fire Department initiated an investigation regarding the issue of non-transport of a patient on April 21, 2005.

Commissioner Conroy inquired about the issue of public safety benefits for the transport paramedics and transport EMTs. Chief Hayes-White replied that a final meeting was scheduled with the Department of Human Resources for June 30, 2005. It could be probable that as a result of the meeting, the Fire Commission might have to consider a modification to the language of the original resolution for the EMS Reconfiguration that was adopted on March 24, 2005. The amended language may be ready for the meeting of July 14, 2005.

REPORT FROM ADMINISTRATION
Deputy Chief Massetani informed the Commission that on June 22 Chief presented to the Finance and Budget Committee the 2005-2006 Budget with the targeted reduction of $12.1 million. However, the Fire Department was asked to make an additional reduction of $2.3 million in three items: 1) Battalion Chiefs – Eliminate the deactivated tenth battalion as well as eliminate the next battalion, which means that the department will be operating with only eight battalions in San Francisco. 2) Fireboat – Eliminate the officers on the fireboat. 3) Assignment Office – Eliminate some uniformed personnel and move forward with civilianization. Another meeting was held on June 23 to resolve some of the issues. In their analysis, the budget analyst's office failed to consider the fact that the battalion chiefs respond not only to greater alarms, but also to hazardous materials incidents, cliff rescues, and other incidents where the presence of a battalion chief is needed at all times. While they recommend hiring a 1203 Personnel Technician to staff the Assignment Office, the Personnel Technician is not the proper person for the job. More meetings could be held until the issues are resolved.

For FY 2005-2006 Budget, there will be six new positions. One 1824 Principal Administrative Analyst (in Finance), one 1041 IS Engineer Assistant (in Management Information System), one 1630 Account Clerk (in Accounting), one 1820 Junior Analyst (in Fire Prevention), one 7284 Utility Plumber Supervisor (in AWSS), and one 1244 Personnel Analyst (in Human Resources).

Discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

PUBLIC COMMENT
John Darmanin commented that the Fire Department could hire retired firefighters to staff the Assignment Office in a part-time capacity.

Terry Hogue, Paramedic, wished to thank the Chief for recognizing Dr. Michael Casner with whom he had worked at Treasure Island Division of Training. He wanted the minutes to reflect the fact that Dr. Casner was an asset to the San Francisco Fire Department.

Ernest Li, Captain, BFP, wished to voice his concern that as a result of the budget crisis and a reduced work force, almost all of his secretarial staff has suffered injuries from the extra workload. In addition, one of his employees who has bilingual pay is no longer receiving bilingual pay.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

Item 4.D. was taken out of sequence.

D. Office of Emergency Services/Mutual Aid Presentation *[Discussion]*

Thomas Siragusa, Assistant Deputy Chief, SFFD, and Marvin Howard, Assistant Chief, Office of Emergency Services, State of California

Chief Hayes-White invited Assistant Deputy Chief Thomas Siragusa and Assistant Chief Marvin Howard to come forward to make the presentation.

The Office of Emergency Services, State of California, has various divisions, among which is the Fire and Rescue Branch which is involved in the Mutual Aid process. There are six mutual aid regions in California, with a total of 900 local government fire agencies from 65 operational areas throughout the state. San Francisco is in Region 2 which runs from Monterey County in the south to Del Norte County in the north (near the Oregon border). Assistant Chief Howard is the Assistant Chief for Region 2. Each region has an emergency services coordinator who helps facilitate the movement of resources in an emergency. The dispatch center for Region 2 is St. Helena.

Mutual Aid encompasses resources, planning, management and coordination. The Mutual Aid system works because of cooperation among agencies willing to send a strike team and mobilize fire engines to a fire siege within a 24-hour period. It is important that each agency takes care of its resources, especially at the present moment when there is a budget crisis.

In addition, local agreements exist between neighboring agencies so that in an emergency an adjoining city could respond quickly with an engine. It does not provide for reimbursement. However, for federal or state agencies that require assistance in case of an emergency, the California Fire Assistance Agreement specifies that these agencies have to reimburse the responding fire departments for all personnel and apparatus costs, plus an administrative charge.

Assistant Chief Howard noted that the San Francisco Fire Department is best known for fighting fires in high-rise buildings and also responding to special operations, such as HazMat, Urban Surf and Rescue (USAR), swift water, or wildland firefighting. However, in planning a special operations group for Region 2, the fireboat might be considered as the special operations for San Francisco.

Discussion ensued with Commissioners asking questions and Assistant Chief Howard responding.

B. Maintenance Contract – Stewart & Stevenson *[Action]*

Submitted for review and approval a proposed maintenance contract in the amount of $46,000 per year from Stewart & Stevenson to service and maintain auxiliary electric diesel powered generators at Fire Department facilities. The term of this contract is for one year, with a one-year renewal option for the same contracted amount.

Deputy Chief Massetani informed that Commission that the contract is for semiannual maintenance of the generators at the various fire stations, Pump Stations 1 and 2, and Headquarters. Contractor will maintain all the equipment to make sure that the system runs smoothly and meets the standards, and the contract amount is $46,000 a year with a one-year renewal option.

PUBLIC COMMENT
John Darmanin, inquired if there were any bids for this contract or if it was a sole source.

In response to a question from Commissioner Conroy, Deputy Chief Massetani replied that it was not a sole source contract.

Commissioner Lau moved and Commissioner Clarke seconded. There were no further questions or discussion and the maintenance contract was approved on recommendation of Chief of Department.

C. **Maintenance Contract – United California Glass & Service** ***[Action]***

Submitted for review and approval a proposed maintenance contract in the amount of $50,000 per year from United California Glass & Service to furnish, install and provide as-needed repair for the Department's overhead rolling doors. The term of this contract is for one year, with a one-year renewal option for the same contracted amount.

Chief Hayes-White informed the Commission that besides the 42 fire stations, the Bureau of Equipment and Evans Street facility are equipped with rolling doors as well. Contractor will provide repair and maintenance to the rolling doors at all locations for $50,000 a year, with a one-year renewal option. This contract is not a sole source contract.

The Chief continued to explain why this contract is much needed. Malfunctioned rolling doors can cause accidents to occur when apparatus exit or back up into a fire station. In case an apparatus is trapped inside the fire station behind the malfunctioned rolling door, the Fire Department needs a contractor to respond quickly to repair the apparatus door.

PUBLIC COMMENT
John Darmanin reiterated his concern regarding sole source contracts.

Commissioner Lau moved and Commissioner Clarke seconded. There were no further questions or discussion and the maintenance contract was approved on recommendation of Chief of Department.

5. **PUBLIC COMMENT**

Larry Bradshaw, Paramedic/representative, Local 790, applauded the Commission for its consideration of providing uniformed status and public safety benefits for the new EMS employees. To help enhance the recognition of EMS within the Department the website should display some EMS photos; not only posters of fire fighting. He hoped that one day the Fire Department will update the name to include the EMS and Ambulance Division. For some of the paramedics who work the 24-hour shift, sleep deprivation and fatigue would sometimes lead to making wrong decisions. In order to provide better EMS service to the public, he urged the Commission and the Department to move forward with the EMS Reconfiguration as quickly as possible.

John Darmanin noted that the non-transport issue was not investigated until it was made public. The EMS Reconfiguration will not improve EMS service to the public if it results in hiring less qualified individuals to do the same work.

Ernest Li approved the Commission's intent of having the transport tier receive public safety employee benefits.

Commissioner Conroy commented that the Fire Commission response to the Controller's office regarding the Civil Grand Jury Report was due June 30, 2005. However, an extension was granted until July 21, 2005, and at the next regular meeting on July 14, 2005, the Fire Commission will be considering further response. Commissioner Conroy also stated that plans have already been made to update the Commission Website, including the posting of EMS photographs in recognition of the Department's important EMS mission.

Prior to adjournment, Chief Hayes-White invited the Commission to join her at the Pride Parade on Market and Beale, at 10:00 a.m., on Sunday.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-41

FIRE COMMISSION REGULAR MEETING
Thursday – July 14, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Chief of Department	Joanne M. Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

A. Monthly Reports on Personnel Matters ***[Discussion]***

Division of Training
Submitting monthly report from Division of Training concerning activities performed during June 2005.

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, June 4 through June 17, 2005, and June 18 through July 1, 2005.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

Appointment
Reporting the following TEMPORARY EXEMPT appointment effective *JUNE 18, 2005:*

H110 Marine Engineer of Fire Boats (As Needed)

Andrew A. Burda, Jr. (vice: Ernest Murdock, separated)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Ebert, Michael	H20 Lieutenant	Ind. Dis.	Jun. 02, 2005
Jaber, John F.	H2 Firefighter	Ind. Dis.	Feb. 15, 2003

(Retirement Certificates will be presented at Fire Commission Meeting of August 25, 2005)

Resignations
Reporting resignations of the following:

H3 Firefighter/Paramedic Erik Rubalcava, effective July 1, 2005. (Resigned with satisfactory services. Approximate length of service – five years.)

H2 Firefighter Kimberly A. Martin, effective July 7, 2005. (Resigned with satisfactory services. Approximate length of service – 7-1/2 years.)

Probationary H2 Firefighter Albert Berry, effective June 30, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Temporary Exempt 7334 Stationary Engineer David G. Cleasby, effective June 20, 2005. (Resigned in order to accept Permanent 7334 Stationary Engineer position at the Asian Art Museum. Approximate length of service – three years.)

Leaves
Reporting leave of absence with pay for Assistant Deputy Chief Paul Chin, Captain Mario Ballard, and Lieutenant Barbara Schultheis, Bureau of Fire Prevention, for three days, June 6 through June 8, 2005, in order to attend the *NFPA World Safety Conference & Symposium* presented by the National Fire Protection Association in Las Vegas, Nevada. The costs for registration, transportation, lodging, and meals are included in the 2004-2005 Budget. Assistant Deputy Chief Chin, Captain Ballard and Lieutenant Schultheis will not be replaced.

Reporting leave of absence with pay for Investigators Gregory Owyang and Jennifer Deberry, Bureau of Fire Investigation, for three days, July 18 through July 20, 2005, in order to attend the *CCAI Training Seminar* presented by the California Conference of Arson Investigators in San Luis Obispo, California. The costs for registration, food and lodging are included in the 2004-2005 Budget. Investigator DeBerry will not be replaced. Investigator Owyang will be replaced by a Day Investigator.

B. Communications Received by Commission *[Discussion]*

Communications received by the Commission from June 17 through July 7, 2005, will appear on the agenda of a regular meeting at a later date.

Action to be taken: Approval of the Consent Calendar (Items A through B)

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on FY 2005-06 Budget, current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on suppression related activities including greater alarm fires and temporary brown-outs of units, training and EMS related activities.

B. EMS Reconfiguration *[Action]*

Discussion regarding the civil service classification for Paramedics and EMTs in connection with the EMS Reconfiguration, including consideration and possible adoption of resolution providing for uniformed status and public safety benefits for such new employees; possible amendment to Fire Commission Resolution No. 05-4 regarding same.

Action to be taken: Adoption of resolution

C. Response to City Controller regarding Grand Jury Report *[Action]*

Discussion and possible adoption of further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand Jury Report concerning the Merger of Emergency Medical Services and the San Francisco Fire Department.

Action to be taken: Adoption of further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand Jury Report

5. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

aul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
lementine Clarke, *Commissioner*
eorge Lau, *Commissioner*
ictor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-41

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – July 14, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner George Lau
Commissioner Victor Makras

Commissioner Clem Clarke was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2
Frank T. Cardinale	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **PUBLIC COMMENT**

Prior to taking public comment, Commissioner Conroy welcomed Victor Makras to the Commission. Commissioner Makras had previously served on the Board of Permit Appeals, the Public Utilities Commission and the Police Commission.

Commissioner Conroy announced that traditionally the Commission had taken public comment at the end of the meeting. As of this meeting, public comment will be taken at the beginning of the meeting in hope of more public participation.

There was no public comment.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during June 2005.

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B. Communications Received by Commission *[Discussion]*

Communications received by the Commission from June 17 through July 7, 2005, will appear on the agenda of a regular meeting at a later date.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no questions or discussion and Items A through B on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on FY 2005-06 Budget, current issues, activities and upcoming events.

Joanne Hayes-White, Chief of Department, welcomed Commissioner Makras and looked forward to working with him.

Prior to her report, she wished to announce that the Department's Chief Financial Officer, Julia Dawson gave birth to Charlotte Dawson, her first daughter, on July 10th. Both mother and daughter are doing well.

FY 2005-06 Budget - Chief Hayes-White related that on June 23rd and June 29th, the Department appeared before the Board of Supervisors Budget Committee chaired by Supervisor Ammiano and consisting of Supervisors Elsbernd, Mirkarimi, Ma, and McGoldrick. On the June 29th, the Budget Committee voted to uphold the Budget Analyst's recommendation. Chief Hayes-White stated that the Department was concerned because this meant the elimination of two battalion chiefs and it would have an adverse operational impact. The Department met with the Committee again on June 30th and was able to persuade them to restore the one battalion chief and to let the other remain deactivated. In addition, the Budget Committee was persuaded to staff the Fire Boat with a captain and two lieutenants instead of merging it with the company officer on Engine 35.

The Department made considerable concessions and will continue brown-outs through FY 2005-06. In total, The Department sustained $13 million in cuts for a third year in a row.

Emergency Communications Department - Chief Hayes-White reported that on July 1st, fourteen uniformed members were released from the 911 dispatch center as part of a phased transition to civilian dispatchers. Eleven firefighters were returned to full-duty in the field.

Department Operations Center (DOC) - Chief Hayes-White related that the DOC was activated and staffed by Department members in response to the London terrorist bombings. The Police and Fire Chiefs, the Homeland Security Director and others responded to 1011 Turk to receive information from London and decide on a plan of action. Some of the outcomes were to raise the alert to orange for the transit system and not to brown-out any engine companies.

Fifth Alarm Fire – Chief Hayes-White described the incident at 16th Street and Dolores, which displaced 66 people. She noted that since it was 3:00 AM and most people were sleeping, the Department was most concerned with rescue of and safe egress for the occupants. Only four transports were made to hospitals with symptoms of mild to moderate smoke inhalation. Chief Hayes-White commended Chief Frank Cardinale, the incident commander, for an outstanding job.

Commissioners asked questions, including how many Department members remained at the Emergency Communications Department (ECD) and for a breakdown of cuts to the $13 million in reductions. Chief Hayes-White and staff responded that (1) only supervisory personnel remained at ECD until the transition is complete and that (2) staff would enumerate the cuts and submit them to the Secretary.

OPERATIONS REPORT
Richard Kochevar, Deputy Chief, Operations, reported that there were four Greater Alarms and 22 working fires from June 16 to July 13, 2005. During the reporting period there were (1) $3,550,000 in property damage; (2) $660,000 in content damage; (3) $8,400,000 in exposure property damage; (4) $750,000 in exposure contents damage; (5) 7 civilian injuries and no fatalities; (6) two firefighters injuries and no fatalities; and (7) 58 people displaced, 56 adults and two children.

5th Alarm Fire - Chief Kochevar described the 5th Alarm fire in further detail noting that there were five separate, three-story, wood buildings involved. A total of 346 firefighters, 6 battalion chiefs, 5 medics, three rescue captains and 48 pieces of equipment were involved. He stated that all the Department's resources were in use and, if more had been needed, reserves would have been called upon. It was decided that a special presentation of the fire, with photographs and sound, would be presented at the August 11th Commission meeting.

Brown-outs – Chief Kochevar stated that there were no serious impacts from brown-outs. Fortunately at the time of the 5th alarm, all units were able to respond due to the London terrorist bombings no units were browned out. There would have been a delay "in first water being delivered" if Engine 6, the closest engine, would have been browned out. The only noticeable impact occurred during the Gay Pride event in the Castro when the closest engine (Engine 6) was browned out and it necessitated other engines to cover the spot.

Siren and Horn Complaints – Chief Kochevar, along with the Chief and some battalion chiefs, attended a meeting about ongoing siren and air-horn complaints in the Tenderloin corridor. There are over 1,400 responses in that area and the principal complaint is excessive air-horn use. The Department does not wish to place anyone in harm's way but has requested that members use the siren and air-horn with discretion.

Commissioners asked question, including if there was a shortage of Incident Support Specialists (ISS) at the 5th alarm. Chief Kochevar responded that there definitely was a shortage since there were only two available. Commissioner Conroy suggested that

insufficient staffing could have adverse consequences. Chief Kochevar added that Incidents Support Specials were cut by 50% and during the 5th alarm there were seven chiefs and only two Aides when actually seven Aides were needed.

EMS Report
EMS Statistics - Glenn Ortiz-Schuldt, EMS Chief, provided June statistics from the EMS Division: (1) 5600 calls where medical in nature; (2) 3,692 of these calls were with lights and siren and required and an ambulance and at least one engine company; (3) 1,909 of the 5600 were code 2 and were responded to by a single ambulance; and (4) Rescue Captains responded to 891 calls.

EMS Incident Response Times – Chief Ortiz-Schuldt reported that the standard for first defibrillator on scene (4 minutes and 30 seconds) is not being met, especially in battalion districts 8, 9 and 10. It was set by EMSA, prior to brown-outs, and is the most ambitious statewide. Analysis has shown that it will be difficult to ever meet it with static deployment from fire stations but it will be possible under the EMS Reconfiguration with dynamically deployed units.

For the first ALS unit on scene (7 minutes), either an ALS engine or an ambulance, the Department is exceeding the standard and arriving within 5 minutes and 39 seconds, citywide.

For first ambulance on scene (10 minutes), the Department is meeting the standard except in battalion districts 8 and 9. For non-life-threatening calls (Code 2), the standard (20 minutes) is being exceeded with ambulances arriving within 13 minutes and 20 seconds.

Incident Management System – 17 new cases, with most occurring due to lack of interpersonal skills between paramedics and receiving hospitals. One sentinel event, which did not have a negative outcome, but meant a potentially important failure at some level. 13 cases were closed and 25 are still open.

EMS Billing – The contract will soon expire with ADPI but in FY 2004-05 they billed $31 million for the Department but only $15.5 was collected. The Department wishes to increase the amount collected and is in the process of acquiring a new billing agency. In addition, due to the success of the McMillan Stabilization Center, the Department experienced a loss of revenue since patients can not be billed for being taken there. The Department is working on making McMillan a receiving facility and recouping $100,000 to $200,000.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. EMS Reconfiguration *[Action]*

Discussion regarding the civil service classification for Paramedics and EMTs in connection with the EMS Reconfiguration, including consideration and possible adoption of resolution providing for uniformed status and public safety benefits for such new employees; possible amendment to Fire Commission Resolution No. 05-4 regarding same.

Commissioner Conroy provided a brief history. On March 24, 2005, the Commission passed Resolution 05-4 approving the EMS Reconfiguration. Since that time,

Commissioner Clarke had moved for discussion concerning providing public safety employee benefits to transport paramedics and EMTs who would be hired as part of the EMS Reconfiguration.

Chief Ortiz-Schuldt stated that since the approval of the EMS Reconfiguration by the Commission, support had been building to reconsider whether these new employees should be civilian or uniformed. The Department performed a fiscal analysis and determined that there would not be a negative fiscal impact. The Department wished to recruit from a large and diverse pool of applicants and it would be a positive tool for recruitment and retention if the public safety benefit was provided.

PUBLIC COMMENT

Larry Bradshaw, Representative, Paramedic Chapter, SEIU Local 790, supported the Resolution and thanked Commissioners to being open to new input and reconsidering the provision of public safety benefits to transport paramedics and EMTs.

Steven Strong, President, San Francisco Firefighter/Paramedic Association, supported the Reconfiguration and noted that it was very much needed since EMS call volume is increasing.

Tom O'Connor, Treasurer, San Francisco Firefighters Local 798, supported the Resolution to provide public safety benefits and supported the Administration's efforts in proceeding with the Reconfiguration.

Terry Hogue supported the Resolution and looked forward to working with a diverse and committed workforce that will be coming into the Department to do patient care.

Commissioner Nakajo wished a point of clarification on whether Resolution 05-4 is being amended or if the new Resolution 05-5 stands by itself.

Commissioner Conroy responded that Resolution 05-5 is not an amendment but statement of policy by the Commission which urges the Department to provide public safety benefits, and other benefits, that would accompany uniform status for transport tier paramedics and EMTs.

Chief Ortiz-Schuldt explained that the Department will work with the Department of Human Resources to prepare new classifications or amend existing ones, such as the H3 Firefighter/Paramedic classification. Once the classifications and job descriptions are formalized, MOU negotiations will be reopened with the appropriate representative organizations - Locals 798 and 790.

Commissioner Conroy re-opened public comment for anyone who wished to comment due to the discussion that had taken place.

PUBLIC COMMENT (Re-opened)
Larry Bradshaw was concerned that the Commission was being maneuvered into a partisan position on how union representation would be implemented for the new transport tier hires.

Steven Strong stated at this point matters needed to be neutral but he pointed out that the International Association of Firefighters was the number one leading organization that represents paramedics nationwide.

Tom O'Connor suggested that at this point it is not material which organization will represent the new hires but the focus should remain on patient care and the workload on paramedics who are on 24-hour shifts.

Chief Ortiz-Schuldt, responding to a question by Commissioner Makras, reiterated that the Department will explain to the Department of Human Resources what the work is that needs to be done and they will select either an existing classification or ask the Department to create a new one.

Commissioner Makras stated, that as he understood it, the Department will take a job description to DHR and they will see if it fits into a contract or classification, or create a new one. If so, neither the Commission nor the Department is predisposed to picking 790 over 798 or vice versa, and that should be clear to everyone.

Commissioner Conroy agreed with Commissioner Makras that the Commission has no role in deciding who should be represented by what union. Resolution 05-5 is neutral in this regard, and only addresses public safety benefits for the new paramedics and EMTS in the transport tier.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no further questions or discussion and Resolution No. 05-5 was adopted.

Note: Resolution No. 05-5 is attached.

C. Response to City Controller regarding Grand Jury Report *[Action]*

Discussion and possible adoption of further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand Jury Report concerning the Merger of Emergency Medical Services and the San Francisco Fire Department.

Commissioner Conroy explained that in the 2003-04 Grand Jury Report, the Commission was required to respond. The response is posted on the Commission's website. Recently, the Controller, in a required follow-up audit, wanted to know what the actual performance of the Department and the Commission was in response to those recommendations. To this end, the Commission has a further response to the Grand Jury's Report. Included in the Further Response are references to the EMS Reconfiguration as an implementation of some of the Grand Jury's recommendations.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and the further response by Fire Commission to City Controller regarding 2003-2004 Civil Grand July Report was adopted.

Chief Hayes-White wished to announce that she has selected Robert Navarro to replace Chief Quartaroli, who is on medical leave, to oversee the Division of Homeland Security as an Acting Assistant Deputy Chief. Chief Navarro had been previously in charge of Special Operations. He will be replaced by Acting Battalion Chief James Lambrechts.

Furthermore, Chief Hayes-White requested that the meeting be adjourned in memory of Justin Hardeman, who was born in May of 2003 and passed away on June 2005 from a brain tumor. Justin was the son of Firefighter Mark Hardeman.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:00 p.m., in memory of Justin Hardeman.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
phen A. Nakajo, *Vice President*
mentine Clarke, *Commissioner*
orge Lau, *Commissioner*
tor Makras, *Commissioner*

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San Francisco Fire Commission

Resolution 05 - 5

WHEREAS, the San Francisco Fire Commission adopted its resolution number 05-4 on March 24, 2005 approving the reconfiguration of Emergency Medical Services in the San Francisco Fire Department; and

WHEREAS, that resolution provided that the Fire Commission reserved to itself possible modification of the hiring and deployment schedule of the San Francisco Fire Department reconfiguration; and

WHEREAS, the Fire Commission continues to oversee and monitor the reconfiguration as it is implemented; and

WHEREAS, the Fire Commission has been provided with information concerning the desirability of classifying Paramedics and Emergency Medical Technicians (EMTs) serving in the transport tier as uniformed members of the San Francisco Fire Department; and

WHEREAS, the Fire Commission recognizes that Paramedics and EMTs serving San Francisco provide a critical public safety and public health service without which many residents and visitors to our City would suffer considerable increases in mortality and morbidity; and

WHEREAS, the Fire Commission recognizes that these paramedics and EMTs provide these services at significant risk to their own heath and safety, and that statistical evidence demonstrates that throughout the nation, paramedics and EMTs suffer line-of-duty illness, injury and death at increased rates, comparable to Firefighters and Police Officers; and

WHEREAS, information has been provided to the Fire Commission that other jurisdictions have determined that it is in the public interest to afford public safety benefits to transport emergency medical services personnel; and

WHEREAS, a public safety pension and other benefits are appropriately provided to San Francisco City and County public safety employees; and

WHEREAS, the San Francisco Fire Department administration has, based upon further study of the issue, informed the Commission that the provision of public safety benefits to transport paramedics and transport EMTs is fiscally feasible; and

WHEREAS, it is the desire of the San Francisco Fire Department and the Fire Commission that all of the members of the San Francisco Fire Department who provide emergency services to the public be afforded benefits commensurate with the services they provide; now, therefore be it

RESOLVED, that all Paramedics and EMTs serving as members of the San Francisco Fire Department be afforded all rights and benefits of sworn, uniformed public safety providers in the City; and be it

FURTHER RESOLVED that the San Francisco Fire Department, working in partnership with the Department of Human Resources and under the direction of the Fire and Civil Service Commissions, shall take all necessary steps to assure that all Paramedics and EMTs, serving in the transport tier, enter their employment with the Fire Department as uniformed, sworn public safety employees.

Adopted at the Regular Meeting of the San Francisco Fire Commission on July 14, 2005.

Ayes: Conroy, Nakajo, Lau, Makras
Absent: Clarke

Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

]ul A. Conroy, *President*
:phen A. Nakajo, *Vice President*
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(orge Lau, *Commissioner*
:tor Makras, *Commissioner*

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SAN FRANCISCO FIRE COMMISSION
FURTHER RESPONSE TO
RECOMMENDATIONS OF THE 2003-2004 CIVIL GRAND JURY

INTRODUCTION

Since the June 2004 Grand Jury Report and the Fire Commission's August 2004 response, the Fire Department has moved forward with implementation of the EMS Reconfiguration, approved by the Fire Commission on March 24, 2005. Resolution No. 05-4 is attached as Appendix 1. The EMS Reconfiguration is designed to improve the provision of EMS service to the public, while improving working conditions for Paramedics and EMTs. The Reconfiguration's major changes include the dynamic deployment of ambulances to further improve response time and efficiency; the hiring of additional paramedics and EMTs to staff the dynamically deployed ambulances on ten hour rather than twenty-four hour shifts to reduce fatigue; and the deployment of additional Advanced Life Support (ALS) engines. On July 14, 2005 the Fire Commission further resolved that the new classes of paramedics and EMTs established by the Reconfiguration will be uniformed members of the Department with the same public safety benefits as other Department members.

STATUS OF GRAND JURY RECOMMENDATIONS TO FIRE COMMISSION

The following is the status of Grand Jury recommendations to the Fire Commission with which the Commission agreed. This further response lists each such Grand Jury Recommendation, the Fire Commission's response and the Commission's further (current) response:

Grand Jury Recommendation:

1a. SFFD and DPH should establish specific criteria for measuring the success of the merger. They should determine the steps necessary to complete the merger. Steps to be taken and the establishment of timelines should be delineated and agreed upon as soon as possible.

Fire Commission Response:

1a. Agree. The Commission agrees with this recommendation to the extent that it suggests the establishment of specific criteria for measuring the success of the Department's provision of Emergency Medical Services. This recommendation will be implemented, understanding that the Commission views the merger as having already been "completed",

but with the view that goals and timelines for further improvement should be established and articulated and accomplishment of those goals measured.

Fire Commission Further Response:

1a. Reference is made to the attached Fire Commission Resolution 05-4, which provides that the EMS Reconfiguration is to be measured as follows:

> "Success of the reconfiguration will be monitored and reported on a continual basis and measured by the following factors: maintenance or improvement of current patient outcomes; maintenance or improvement of current response times; achievement of uniform response times among the City's battalion districts; compliance with accepted and applicable standards for the provision of pre-hospital emergency care; compliance with EMSEO Section and Department agreed upon standards and Continuous Quality Improvement guidelines; reduction in the current level of fatigue experienced by EMS responders and transporters; fiscal accountability; and the effect on the ability of the Department to provide a balanced response to all types of emergencies;
>
> "The Chief of Department shall report to the Commission on a quarterly basis, or more often as circumstances warrant, on the progress and success of the reconfiguration, and shall make recommendations to the Commission concerning any proposed changes to the hiring and deployment schedule outlined above;"

It should be noted that the EMS Reconfiguration is at the beginning stages, with no new personnel or apparatus deployed as yet. It is anticipated that the first new ten hour shift Paramedic/EMT ambulances will be deployed in January 2006.

The Fire Commission continues to receive regular reports from the Chief of Department and her administration concerning the Department's provision of EMS services, including response times, quality of service, significant events and the progress of the EMS Reconfiguration.

Grand Jury Recommendation:

1b. Once criteria and timelines are established, the Chief and the Fire Commission should be held accountable by the Mayor for achieving them.

Commission Response:

1b. Agree, as noted in 1a, above. The Commission is accountable to the Mayor and agrees that it should be accountable for all goals established for the Fire Department.

Commission Further Response:

1b. The Commission continues to agree that it should be accountable for all goals established for the Fire Department, and remains accountable for such.

Grand Jury Recommendation:

1e. Department leadership should define and communicate the values of the department so that EMS is seen to be at least as important as fire suppression, as stated in SFFD's mission statement. The Fire Commission, the Chief and Department leadership should

promote and support EMS by communicating the value of its mission throughout the Department.

Commission Response:

1e. The Commission agrees with this recommendation, which has already been implemented. The Commission, in its Annual Statement of Purpose posted on the Commission web site, recites that the provision of emergency medical services, together with fire suppression and fire prevention is an integral part of the Department's mission. The Commission has also communicated the importance of the Department's EMS mission in public statements during both regular and special Commission meetings.

In addition, at a special meeting convened by the Commission on August 12, 2003 specifically for the purpose of considering steps to take to improve the progress of the merger and to respond to complaints from Firefighter-Paramedics, the Commission sought and obtained public comment from members. Following this meeting, two Commissioners undertook a series of individual meetings with all stakeholders in regards to the merger and the complaints since reiterated in the Report. These Commissioners publicly announced and repeated the importance of the EMS mission during the November 25, 2003 Commission meeting. (See minutes of August 12, 2003 Special Meeting and November 25, 2003 Regular Meeting.) Additionally, in communications with Department membership and administration, Commissioners have stressed the importance of a team approach of all segments of the Department in carrying out its mission to provide fire prevention, emergency medical services, fire suppression, rescue and hazardous materials response. The Chief of Department has clearly and unequivocally communicated the same message.

Commission Further Response:

1e. The Commission continues to stress the importance of the EMS mission of the Department. This is evidenced by Resolution 05-4 and continues to be publicly stated by individual Commissioners during Commission meetings. The Chief of Department and her administration continue to communicate this message.

Grand Jury Recommendation:

1f. Given that most alarms are false and those that are not medical in nature, SFFD should respond with appropriate staff and equipment.

Commission Response:

1f. This recommendation has already been implemented. Additionally, the EMS configuration study is currently underway to refine the Department's delivery of EMS services and ensure that the most effective and efficient combination of resources is brought to bear on medical and other emergencies. The Commission does not agree with the inference that there has been a disproportionate emphasis on fire suppression, but agrees with the recommendation that the Department should respond with appropriate staff and equipment.

Commission Further Response:

1f. The EMS Reconfiguration has been developed by the Department and approved by the Commission as a means of further enhancing the provision of Fire-based EMS service to the public. The Department continues to respond with appropriate staff and equipment to fire, medical and other emergencies.

Grand Jury Recommendation:

3a. Resource allocation and staffing should reflect the Department's change in workload from fire suppression to EMS.

Commission Response:

3a. Agree. This recommendation has already been implemented and is also undergoing further evaluation through the EMS Configuration process. It should be pointed out that although the medical dispatches amount to approximately 70% of the current dispatch volume, this medical workload has been layered on top of the Department's pre-merger fire and emergency response. These additional calls do not obviate the need to respond to suppression and other emergencies. Given the age and density of San Francisco's predominantly wood frame structures, quick and aggressive response by a sufficient number of personnel and apparatus is necessary to extinguish fires before they spread, which could otherwise result in conflagration. Resources cannot be allocated based solely on the daily series of dispatches, but must also be ready to respond to the regular occurrence of fire and the risk of earthquake, conflagration and other anticipated major events.

Commission Further Response:

3a. As noted in the Commission's response, above, the recommendation has already been implemented. Since the response, the EMS Reconfiguration has been approved by the Commission as a means of further enhancing the Department's provision of emergency medical services.

Grand Jury Recommendation:

3b. The Mayor, Board of Supervisors and the Fire Commission should direct and support the Chief in making resource allocation changes that properly support the EMS mission.

Commission Response:

3b. Agree. This recommendation has already been implemented and is continuing. The Commission has overseen the deployment of Department resources to carry out the EMS mission of the Department since the inception of the merger as noted in the Introduction to this response.

Commission Further Response:

3b. Since the above response, the Fire Commission has approved the EMS Reconfiguration to further enhance the Department's provision of emergency medical services to the public.

Grand Jury Recommendation:

5a. Department leadership should identify stations where harassment is occurring. Those engaging in harassing behavior should be appropriately disciplined. The range of discipline should include suspension with or without pay and/or firing, depending on the degree of harassment. Harassers who are not fired should be assigned to different stations.

Commission Response:

5a. The Commission agrees with, and has already implemented and pursued a policy that harassment of any type, including harassment of firefighter/paramedics, will not be tolerated. The Department should continue to investigate specific claims of harassment and, if verified, impose appropriate discipline, up to and including potential termination. The Department should take steps to eliminate structural impediments that are perceived as preventing enforcement of the Department policy that harassment will not be tolerated. The Commission recently terminated a member it found guilty of harassment.

Commission Further Response:

5a. Since the Commission's response, the Commission has heard additional disciplinary matters concerning incidents predating the Grand Jury Report and has appropriately disciplined those members found guilty of harassment. The Commission also disciplined an officer who did not take appropriate steps to stop harassment. There are currently no complaints of harassment before the Commission. Neither the Fire Commission, nor individual Commissioners, have received any complaints that harassment of Firefighter Paramedics, Paramedics or women members has occurred since the issuance of the Grand Jury Report to the present date.

Grand Jury Recommendation:

5b. Ranking officers should be held accountable for their actions or inaction related to harassment. Officers who participate in or allow those under their supervision to participate in harassment should be disciplined. The range of discipline should include suspension without pay, demotion and/or firing.

Commission Response:

5b. The Commission agrees with this recommendation, which has already been implemented.

Commission Further Response:

5b. Since the Commission's response, the Commission has heard additional disciplinary matters concerning incidents predating the Grand Jury Report and has appropriately disciplined those members found guilty of harassment and an officer who did not take appropriate steps to stop the harassment. There are currently no complaints of harassment before the Commission. Neither the Fire Commission, nor individual Commissioners, have received any complaints that harassment of Firefighter

Paramedics, Paramedics or women members has occurred since the issuance of the Grand Jury Report to the present date.

Grand Jury Recommendation:

5c. The Fire Commission should hold Department leadership accountable for eliminating harassment.

Commission Response:

5c. The Commission agrees with this recommendation, which has already been implemented.

Commission Further Response:

5c. The Department leadership continues to be vigilant in eliminating harassment, as demonstrated above.

CONCLUSION

As noted in the original Response, since its inception in 1996, the merger has accomplished a substantial and dramatic improvement in the quality of emergency medical services. The Department is continuing to enhance its provision of emergency medical services through continuous quality improvement and implementation of the EMS Reconfiguration, with monitoring and oversight by the Fire Commission.

Adopted at the Regular Meeting of the San Francisco Fire Commission on July 14, 2005

Ayes: Conroy, Nakajo, Clarke, Lau, Makras
Absent: Clarke

Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ıl A. Conroy, *President*
phen A. Nakajo, *Vice President*
mentine Clarke, *Commissioner*
semarie Fernández-Pifer, *Commissioner*
uglas E. Goldman, M.D., *Commissioner*

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SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05- 4

WHEREAS, the mission of the San Francisco Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination; and

WHEREAS, the provision of pre-hospital emergency medical care is an integral part of the San Francisco Fire Department's mission; and

WHEREAS, in July, 1997 the City and County of San Francisco integrated the provision of Emergency Medical Services (EMS) into the Department through the merger of Basic Life Support (BLS) services previously provided by the Fire Department and Advanced Life Support (ALS) services previously provided by the Department of Public Health; and

WHEREAS, the merger of EMS services with other emergency services provided by the SFFD into one, unified, fire-based provision of EMS has resulted in improved service and improved patient outcomes; and

WHEREAS, the fire based provision of EMS is a national model that has been adopted by numerous municipalities throughout the country as the most effective and efficient method of providing emergency medical services; and

WHEREAS, the reduction of response times to medical emergencies has resulted in improved patient care and in many instances has saved lives that would otherwise be lost; and

WHEREAS, the Department has been reviewing the current configuration of staffing and means of responding to calls for emergency medical services in the City; and

WHEREAS, the Department and the Commission desire to continually improve the provision of emergency medical services to patients, including improving response times; and

WHEREAS, the Department has reviewed the working conditions of its members, particularly those members who regularly work on ambulances for a 24 hour shift; and

WHEREAS, the Department has a continued concern regarding fatigue of some of its members who regularly work on 24 hour ambulances; and

WHEREAS, the Department began researching means through which to improve the provision of emergency medical services and to improve the working conditions of its members; and

WHEREAS, the Department engaged in an inclusive process in which the Chief of Department and her administrative staff have, in connection with the proposed reconfiguration, conducted several open meetings within the Department to solicit ideas and proposals for the reconfiguration from the Department members and from other City agencies, including the Controllers Office and Department of Public Health, and have identified changes that can be made to the EMS delivery model to improve services; and

WHEREAS, the Department engaged in an extensive review of data regarding EMS calls, including the time of day and geographical location of calls for service, and response times in different response areas; and

WHEREAS, the Department concluded that one means of reducing ALS response times is to station and position ALS responders throughout the City by increasing the number of ALS Engines; and

WHEREAS, the Department concluded that a further means of reducing ALS response times is to dynamically deploy a number of its ALS ambulances and adjust and manage their posting locations to meet changing conditions; and

WHEREAS, a working shift of less than twenty-four hours will help to reduce fatigue for those members staffing ALS transport ambulances; and

WHEREAS, maintaining the provision of EMS within the Department will provide for better unification of command and control of emergency services at all times and will also improve surge capacity at times of disaster; and

WHEREAS, maintaining the provision of EMS first response and transport services within the Department will provide for more efficient control of Continuous Quality Improvement; and

WHEREAS, maintaining the provision of EMS within the Department will provide a means of recruiting a workforce that is reflective of the population of San Francisco; and

WHEREAS, the hiring of Fire Transport Paramedics and Fire Transport Emergency Medical Technicians (EMTs) will provide fiscally responsible EMS to the people of San Francisco; and

WHEREAS, maintaining ambulances within the Department will provide an efficient means of maintaining the paramedic skills of both Transport Paramedics and Firefighter/Paramedics; and

WHEREAS, maintaining the provision of EMS first response and transport services within the Department is consistent with San Francisco's cherished and honored history and purpose of directly providing emergency medical services to the

people of San Francisco in order that all residents are afforded equal access to emergency healthcare; and

WHEREAS, the Chief of Department and her administrative staff have provided written reports and materials to the Commission concerning the reconfiguration and have reported to the Commission at several of its regular meetings and at its November 4, 2004 special meeting which was dedicated to the topic of the reconfiguration, all of such meetings having been open to the public and the public having been given the opportunity to comment thereon; and

WHEREAS, the Chief of Department having recommended to the Commission that it adopt the proposed reconfiguration; and

WHEREAS, the Director of Public Health and the Director of the Emergency Medical Services and Emergency Operations Section of the Department of Public Health (EMSEO) having recommended to the Commission that it adopt the proposed reconfiguration; and

WHEREAS, the San Francisco Health Commission having approved the proposed model as consistent with its regulations of emergency medical services;

NOW THEREFORE BE IT

RESOLVED, that the Fire Commission accepts the Chief of Department's recommendation and authorizes her to take the steps necessary to implement the reconfiguration of the San Francisco Fire Department's provision of Emergency Medical Services as follows:

Create two new job classifications for Fire Transport Paramedic and Fire Transport EMT whose duties and job descriptions conform to the job classifications identified as 2525 Fire Transport Paramedic and 2512 Fire Transport EMT;

Hire and train persons in those classifications to staff dynamically deployed ten hour shift ambulances;

Originate the deployment of ten hour shift ambulances from a location that will enable the most efficient shift changes and re-stocking of supplies;

Gradually increase the number of ALS engine companies staffed on a regular basis with at least one H-3 Firefighter Paramedic;

Proceed with the reconfiguration over a period of three years, hiring Fire Transport Paramedics and Fire Transport EMTs in stages, with the current expectation that, at the end of the three year period, the Department's EMS will be deployed utilizing as many as: 42 ALS Engine companies; four station - based twenty four hour ambulances staffed by H-3 Firefighter Paramedics; and five to eighteen dynamically deployed ambulances, each staffed by one Fire Transport Paramedic and one Fire Transport EMT;

In consultation with the Commission, formulate a policy concerning the hiring of Fire Transport Paramedics and Fire Transport EMTs into the ranks of the Department to serve as H-2 Firefighters and H-3 Firefighter Paramedics;

The configuration will progress in such a way that its implementation will not compromise other aspects of the Department's mission;

Monitor and report on the success of the reconfiguration on a continual basis. Success should be measured by the following factors: maintenance or improvement of current patient outcomes; maintenance or improvement of current response times; achievement of uniform response times among the City's Battalion districts; compliance with accepted and applicable standards for the provision of pre-hospital emergency care; compliance with EMSEO Section and Department agreed upon standards and Continuous Quality Improvement guidelines; reduction in the current level of fatigue experienced by EMS responders and transporters; fiscal accountability; and the effect on the ability of the Department to provide a balanced response to all types of emergencies;

The Chief of Department shall report to the Commission on a quarterly basis, or more often as circumstances warrant, on the progress and success of the reconfiguration, and shall make recommendations to the Commission concerning any proposed changes to the hiring and deployment schedule outlined above;

The Commission reserves to itself, in consultation with the Chief of Department, possible modification of the hiring and deployment schedule outlined above as the reconfiguration progresses and its level of success and other circumstances warrant.

Adopted at the Regular Meeting of the San Francisco Fire Commission on March 24, 2005

Ayes: Conroy, Nakajo, Clarke
Nayes: Fernandez-Pifer, Goldman

Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, July 28, 2005, - 2:45 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT

AUG 0 8 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **PUBLIC COMMENT**

Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-45a

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL HEARING

Thursday – July 28, 2005 - 4:00 PM

698 Second Street, Room 221, San Francisco, California 94107

AGENDA

DOCUMENTS DEPT.

JUL 25 2005

SAN FRANCISCO
PUBLIC LIBRARY

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on all matters within the subject matter jurisdiction of the Commission.

3. CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT

Commission Deliberations and possible approval of proposed Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department, which in accord with Section 4001 of the Rules and Regulations, Firefighter Robert Arzave, Truck 2, had appealed the six-day suspension for the period July 10/11, July 13/14 and July 16/17, 2004. Firefighter Arzave was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department
Section 3958 – Discrimination and Harassment Prohibited

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1, and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a).

4. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

No. 05-44

FIRE COMMISSION REGULAR MEETING
Thursday – July 28, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.
JUL 25 2005
SAN FRANCISCO
PUBLIC LIBRARY

AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne M. Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of May 12, June 9, June 23, and July 14, 2005.

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) altemative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 2 through July 15, 2005.

Appointments
Reporting the following PROVISIONAL appointments effective *JULY 16, 2005:*

H30 Captain

Name	*Vice*
Michael R. Ahumada	Donald Frediani, retired
Eugene A. Baraona	Gerald Shannon, retired
Michael W. Bello	Ronald Rodriguez, retired
Carl J. Champion	Jimmie Braden, retired
Stephen A. Flaherty	Anthony Avalos, retired
George H. Garcia	ASO Authorized
Richard Gutierrez, Sr.	William Long, retired
Winona M. Jones	Daniel Murphy, retired
Henry J. Larkin	Edward Gee, retired
James E. McHugh	Michael Nolan, retired
Eugene T. Murphy	Armando Mayorga, retired
Charles L. Schafer	Kevin Gonzalves, retired
Anthony R. Smerdel	Roland Lee, retired
Frederick C. Walsh	ASO Authorized

Reporting the following PROVISIONAL appointment effective *JUNE 27, 2005:*

1222 Senior Payroll & Personnel Clerk

Carolyn Champagne (vice: Belinda Chin, resigned)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Giovacchini, Lawrence C.	H40 Battalion Chief	Service	Jul. 07, 2005
Hennigan, Michael T.	H40 Battalion Chief	Service	Jul. 01, 2005
Kelber, Philip S.	H40 Battalion Chief	Service	Jul. 02, 2005
Moriarty, Joseph P.	H40 Battalion Chief	Service	Jul. 15, 2005
Bouyea, Roger D.	H30 Captain	Service	Jul. 06, 2005
Drake, Michael F.	H30 Captain	Service	Jul. 05, 2005
Melanephy, John A.	H30 Captain	Service	Jul. 06, 2005
Relei, Robert E.	H30 Captain	Service	Jul. 05, 2005
Ware, Ernest E.	H30 Captain	Service	Jul. 05, 2005
Bacciocco, Louis F.	H20 Lieutenant	Service	Jul. 03, 2005
Muela, Raul J.	H20 Lieutenant	Service	Jul. 05, 2005
Wagner, Richard E.	H20 Lieutenant	Service	Jul. 01, 2005
Herrera, Abel	H2 Firefighter	Service	Jul. 01, 2005
Guldbech, Robert J.	H2 Firefighter	Service	Jun. 29, 2005
Kiely, Philip Q.	H2 Firefighter	Service	Jun. 30, 2005
Merillion, Gary C.	H2 Firefighter	Service	Jul. 01, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of September 22, 2005)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H30 Captain	Airport	2	08-03-05 thru 08-04-05	Sec. 2808 (Welfare of Subordinates) Sec. 3905 (Unfamiliarity with Rules)

Resignations
Reporting resignations of the following:

H2 Firefighter William Ang, effective July 5, 2005. (Resigned with unsatisfactory services. Approximate length of service – 13 years.)

Probationary H2 Firefighter Michelle N. Estrada, effective July 7, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Probationary H2 Firefighter Tami Turner, effective July 8, 2005. (Resigned with satisfactory services. Started work 05-09-05.)

Leaves
Reporting leaves of absence with pay for the following:

Deputy Chief Gary Massetani and Jesusa Bushong, for one day, July 28, 2005, in order to attend a training seminar entitled "Time Off in California: State and Federal Laws on Employee Leave, Vacations and Holidays," to be held at the Holiday Inn Golden Gateway in San Francisco. The cost for the seminar is covered in the Department's training budget for fiscal year 2005-2006. Neither Deputy Chief Massetani nor Ms. Bushong will be replaced.

Captain James Lee, for four days, July 25 through July 28, 2005, in order to travel to American Le France's assembly plant in Charleston, South Carolina, for the purpose of pre-paint inspection for Department apparatus which is currently on order. There is no cost to the Department for this trip. Captain Lee will not be replaced.

Investigator Dennis King, Bureau of Fire Investigation, for three days, July 18 through July 20, 2005, in order to attend the *CCAI Training Seminar* presented by the California Conference of Arson Investigators in San Luis Obispo, California. Seminar fees, food and lodging are included in the BFI's Training budget. Investigator King's absence will be covered by vacation relief personnel.

Inspector Kaan Chin, Bureau of Fire Prevention, for four days, August 17 through August 20, 2005, in order to attend the *High-rise Life Safety Conference* presented by the Chicago Fire Department at Navy Pier, Chicago, Illinois. Inspector Chin will pay for the cost of the class registration, transportation and lodging. He will not be replaced.

Inspector John Darmanin, Bureau of Fire Prevention, for five days, September 19 through September 23, 2005, in order to attend *Fire Prevention 2A* class presented by the Industrial Emergency Council in San Carlos, California. Inspector Darmanin will pay for the cost of the class registration. He will not be replaced.

Inspector John Darmanin, Bureau of Fire Prevention, for five days, October 17 through October 21, 2005, in order to attend *Fire Prevention 2B* class presented by the Industrial Emergency Council in San Carlos, California. Inspector Darmanin will pay for the cost of

the class registration. He will not be replaced.

B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 8	04–5–185	5/8/2005	512	C	File
Cause:	While responding with red lights and siren from a parking spot, Eng 8 struck a taxi which the driver did not see in the right side mirror				
Medic 32	04–5–186	5/19/2005	754	A	File
Cause:	Driver inattention - While driving in stop-and-go traffic and transporting patient, Medic 32 struck a vehicle that had stopped abruptly in traffic				
AP Res 61	04–5–187	5/24/2005		A	File
Cause:	Driving skill deficiency - While pulling forward, driver misjudged clearance striking the mirror of parked department vehicle				
Medic 17	04–5–188	6/1/2005	743	A	File
Cause:	Driver inattention to responsibilities - While backing up at the scene of an incident without spotters, Medic 17 struck a parked civilian vehicle				
Medic 12	04–5–189	6/4/2005	739	A	File
Cause:	Driver inattention to responsibilities - While making a U-turn, Medic 12 struck a parked civilian vehicle; spotter was posted, but driver did not focus on the spotter				
EMS RC 2	04–5–190	6/4/2005	927	B	File
Cause:	While stopped at a red light, RC 2 was lightly struck by a civilian vehicle				
AP Res 41	04–5–191	6/5/2005	0	A	File
Cause:	Driver inattention - While backing up into bay, Airport Res. 41 struck a wall; no spotters were posted				
Truck 19	04–5–192	6/10/2005	606	A	File
Cause:	While responding with red lights and siren to a vehicular accident, Trk 19				

struck a police car that had responded to the same accident

Truck 1	04–5–193	6/10/2005	633	A	File

Cause: Tiller skill deficiency - While responding to an accident, Trk 1 tiller misjudged clearance and struck a parked civilian vehicle

Engine 16	04–5–194	6/11/2005	533	A	File

Cause: Driving skill deficiency - While responding with red lights and siren, and turning right, Eng 16 struck and flattened the tire of a parked civilian vehicle

EMS RC 2	04–5–195	6/13/2005	927	A	File

Cause: Driver inattention - While backing into quarters, RC 2 struck apparatus door

Battalion 3	04–5–196	6/15/2005	0	B	Bill

Cause: While responding with red lights and siren through an intersection, Batt 3 was struck by a civilian vehicle that did not yield

Truck 18	04–5–197	6/17/2005	615	A	File

Cause: Tiller inattention - While positioning Trk 18 for backing into quarters, tiller failed to signal driver to stop

Engine 7	04–5–198	6/17/2005	525	A	File

Cause: Driving skill deficiency - While pulling up to the scene of an incident, Eng 7 struck a parked civilian vehicle

Truck 2	04–5–199	6/18/2005	0	A	File

Cause: Driver and tiller inattention - While responding out of Station 2 and turning left, Trk 2 struck a stopped vehicle

Truck 18	04–5–200	6/19/2005	615	A	File

Cause: Tiller skill deficiency - While travelling through Golden Gate Park, Trk 18 side swiped a parked vehicle with tiller section of truck

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B – An accident in which fire department personnel exercised reasonable judgment and precautions,

exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from June 17, 2005, through July 21, 2005:

1. From Elizabeth Ascher, thanking the firefighters who put out the blaze on 16th Street on July 10th. It appeared to be unstoppable and, fortunately, only minor injuries were incurred considering how bad it was. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Sharon Moy, Program Director, Little Star Preschool "Too", thanking Firefighters Aisha Krieger and Tony Rocha for their presentation on fire safety to the children. It was age appropriate and the children learned a lot and had fun at the same time. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Kathy McCormac, McCormac & Associates, Attorneys at Law, thanking the firefighters who fought the fire in Glen Park and spared her home from the fire, and voicing her concern about the rolling brown-outs. If her local firehouse would have been closed, her home would have burned since there were no minutes of extra time available. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From Amy Hart, M.D., Chief Medical Examiner, City and County of San Francisco, commending the efforts of Firefighters Erin Murphy and Domenic Shanley and Firefighter/Paramedic Clayton Laderer for their assistance with the removal of an individual from their residence. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Cassandra Shea Lee, Pacific Internal Medicine Associates, expressing her gratitude for the medical assistance rendered to her father and the commending Engine 40 and Medic 12 for the quick response and exemplary care. She believes that for this reason fire stations should not be browned out. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. From Marie Moretti, California Service Corps, Office of the Governor, thanking the Chief for Erica Arteseros' participation and efforts in a Statewide CERT (California Emergency Response Team) Workgroup in achieving many goals that the group set. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

7. From Ken French and Bill Slatkin, Home Owner' Association 1325 Indiana, thanking Lieutenant Urquiaga and members of Station 25 for their fast response, diligence and courtesy, and, even though there was no fire, for their professional actions and reassuring manner in helping to reset the alarm system and demonstrating how it works. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues and activities, including discussion of the budget, progress related to random drug testing and updates on various Divisions within the Department.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on the FY 2005-2006 Budget and various administrative updates.

B. FY 2005-2006 Annual Statement of Purpose *[Action]*

Action to be taken: Adoption of Annual Statement of Purpose

C. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*
Firefighter Stephen Farac	04 – 16	Suspension Appeal
Firefighter Ernest Grays	05 – 1	Suspension Appeal
Firefighter Daniel Boreen	05 – 2	Formal Complaint

D. Special Presentation – Anatomy of a Medical Call *[Discussion]*

Glenn Ortiz-Schuldt, EMS Chief, James Fazackerley, Section Chief, Operations, and EMS staff. An overview of the practices and procedures of a medical call from Emergency Communications Center call intake to the Emergency Room.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

l A. Conroy, *President*
hen A. Nakajo, *Vice President*
nentine Clarke, *Commissioner*
rge Lau, *Commissioner*
or Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-44

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – July 28, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.
AUG 16 2005
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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Audry Lee	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. **PUBLIC COMMENT**

President Conroy announced that general public comment has been moved to the beginning of the meeting in order to encourage greater public comment from members of the public and from members of the Department.

John Darmanin was concerned with placing public comment at the beginning of the meeting because the public would not have the opportunity to comment on items that came up during the meeting.

David Pilpel, member, Sunshine Ordinance Task Force (SOTF), introduced himself and stated that after a long hearing before the SOTF with regard to the Fire Commission, he had indicated to the President that he would stop by to visit and observe proceedings during a Commission meeting.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of May 12, June 9, June 23, and July 14, 2005.

President Conroy announced that this agenda item concerns four sets of minutes, that it will be handled as a single item; and that there will be only one opportunity to speak for three minutes for each person wishing to provide public comment on this item.

The Secretary provided an amendment to the June 23, 2005, minutes: Under Page 9, Item 5 – Public Comment:

> *Commissioner Conroy also stated that plans have already been made to update the Commission website, including the posting of EMS photographs in recognition of the Department's important EMS mission.*

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and the minutes of the Regular Meetings of May 12, June 9, and July 14, 2005, were approved as presented and the minutes of the Regular Meeting of June 23, 2005, were approved as amended.

PUBLIC COMMENT
John Darmanin accused the Commission of not affording the public enough time to adequately comment on each set of minutes. He wished that each set of Minutes should be accorded separate public comment.

Ernie Li stated that having public comment at the beginning of the meeting is very suspect and having all minutes approved at one time does not provide enough time to digest them.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 2 through July 15, 2005.

Appointments
Reporting the following PROVISIONAL appointments effective *JULY 16, 2005:*

H30 Captain

Name	*Vice*
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George H. Garcia	ASO Authorized
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Carolyn Champagne (vice: Belinda Chin, resigned)

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Drake, Michael F.	H30 Captain	Service	Jul. 05, 2005
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Kiely, Philip Q.	H2 Firefighter	Service	Jun. 30, 2005
Merillion, Gary C.	H2 Firefighter	Service	Jul. 01, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of September 22, 2005)

Suspension
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No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
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PUBLIC COMMENT
John Darmanin was concerned about the Department's Health Check program and wondered whether it had stopped, and if so, he assumed it was for cost reasons.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

B. **Accidents** ***[Discussion]***
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
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Cause:	While responding with red lights and siren from a parking spot, Eng 8 struck a taxi which the driver did not see in the right side mirror				
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Cause:	Driver inattention - While driving in stop-and-go traffic and transporting patient, Medic 32 struck a vehicle that had stopped abruptly in traffic				
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Cause:	Driving skill deficiency - While pulling forward, driver misjudged clearance striking the mirror of parked department vehicle				
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Cause:	Driver inattention to responsibilities - While backing up at the scene of an incident without spotters, Medic 17 struck a parked civilian vehicle				
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Cause:	Driver inattention to responsibilities - While making a U-turn, Medic 12 struck a parked civilian vehicle; spotter was posted, but driver did not focus on the spotter				
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Cause:	While stopped at a red light, RC 2 was lightly struck by a civilian vehicle				
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Cause:	Driver inattention - While backing up into bay, Airport Res. 41 struck a wall; no spotters were posted				
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Cause:	While responding with red lights and siren to a vehicular accident, Trk 19 struck a police car that had responded to the same accident				
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Cause:	Tiller skill deficiency - While responding to an accident, Trk 1 tiller misjudged clearance and struck a parked civilian vehicle				

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Cause: Driving skill deficiency - While responding with red lights and siren, and turning right, Eng 16 struck and flattened the tire of a parked civilian vehicle

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Cause: While responding with red lights and siren through an intersection, Batt 3 was struck by a civilian vehicle that did not yield

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Cause: Tiller inattention - While positioning Trk 18 for backing into quarters, tiller failed to signal driver to stop

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Cause: Driver and tiller inattention - While responding out of Station 2 and turning left, Trk 2 struck a stopped vehicle

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Cause: Tiller skill deficiency - While travelling through Golden Gate Park, Trk 18 side swiped a parked vehicle with tiller section of truck

Category A – An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

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Category C – An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT

John Darmanin, referred to the EVOC training course to train the trainers and hoped that the Department was in the process of acquiring it.

Commissioner Clarke moved and Commissioner Makras seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

C. **Communications Received by Commission** ***[Discussion]***
(Removed from Consent Calendar)

The following communications have been received by the Commission from June 17, 2005, through July 21, 2005:

1. From Elizabeth Ascher, thanking the firefighters who put out the blaze on 16th Street on July 10th. It appeared to be unstoppable and, fortunately, only minor injuries were incurred considering how bad it was. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Sharon Moy, Program Director, Little Star Preschool "Too", thanking Firefighters Aisha Krieger and Tony Rocha for their presentation on fire safety to the children. It was age appropriate and the children learned a lot and had fun at the same time. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

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4. From Amy Hart, M.D., Chief Medical Examiner, City and County of San Francisco, commending the efforts of Firefighters Erin Murphy and Domenic Shanley and Firefighter/Paramedic Clayton Laderer for their assistance with the removal of an individual from their residence. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

5. From Cassandra Shea Lee, Pacific Internal Medicine Associates, expressing her gratitude for the medical assistance rendered to her father and the commending Engine 40 and Medic 12 for the quick response and exemplary care. She believes that for this reason fire stations should not be browned out. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. From Marie Moretti, California Service Corps, Office of the Governor, thanking the Chief for Erica Arteseros' participation and efforts in a Statewide CERT (California Emergency Response Team) Workgroup in achieving many goals that the group set. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

7. From Ken French and Bill Slatkin, Home Owner' Association 1325 Indiana, thanking Lieutenant Urquiaga and members of Station 25 for their fast response, diligence and courtesy, and, even though there was no fire, for their professional actions and reassuring manner in helping to reset the alarm system and demonstrating how it works. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

PUBLIC COMMENT
John Darmanin accused the Commission of only publishing letters complimentary to the Department and rarely listing letters of criticism or listing emails.

Commissioner Conroy stated that the minutes reference all communications, whether by email or letter, that are addressed from the public to the Commission.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

5. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues and activities, including discussion of the budget, progress related to random drug testing and updates on various Divisions within the Department.

Joanne Hayes-White, Chief of Department, informed the Commission that there has been a downward trend in both disability and Workers Comp. For example, in April 2004, the Department had a high of 96 members on disability, and currently only 60. She noted that high disability rates are directly linked to overtime. In addition, it had been possible to reduce the Workers Comp budget for the Department by a considerable amount due to all-around good monitoring.

Chief Hayes-White referred to an article in the *Bay Guardian*, which had published a report that was a follow-up of the April 2004 audit by EMSS. It cited seven of ten areas, which needed improvement, as having been completed. The Department continues to work on the other three areas with Dr. Brown and the Emergency Medical Services Section; they consist of: (1) need for improved record keeping of certificates and licenses; (2) lack of documentation on PCRs (Patient Care Reports); and (3) need for a final QI (Quality Improvement) plan.

Chief Hayes-White provided an update on the random drug testing. She stated that the Department wanted a comprehensive and consistent policy that applied to all employees at various levels. The policy would include: (1) pre-employment testing for new hires; (2) promotional testing; (3) *reasonable suspicion* testing; (4) post-accident testing; and (5) random testing. Chief Hayes-White noted that the process to develop the policy had been more complex than she had anticipated but it should be ready for implementation in September. It will be a model for other fire services in the country and San Francisco will be the first metro-size fire department in California to mandate random drug testing. Nation-wide only 20 % of the fire service use random drug testing.

Furthermore, the Department participated in a tabletop exercise on a Madrid-style terrorist bombing, organized by the Office of Emergency Services (OES); participation included State OES, the FBI and other City departments.

Chief Hayes-White related that she, Heather Fong, Chief of Police, and the OES Director, had attended a roundtable with Michael Chertoff, the new Secretary of the Department of Homeland Security, with 15 other fire and police chiefs from around the Bay Area. Secretary Chertoff had come to present his six-point agenda for the Department of Homeland Security. They found him very accessible and open to suggestions.

In closing, Chief Hayes-White invited the Commission to the graduation of the 110th class of H2 recruits at the Division of Training. She acknowledged the hard work of Thomas Siragusa, Assistant Deputy Chief, Director of Training, and his staff for taking the 24 recruits through an extensive 12-week program.

Commissioner Nakajo requested that prior to launching the Substance Abuse policy, the Department fully review it before the Commission, including scenarios that address if a member or an officer fails one of the tests. Chief Hayes-White agreed and stated that she had planned to present the policy to the Commission no later than the first meeting in September.

Commissioner Lau, referring to poor recordkeeping by EMS, suggested that a continuous training program was needed or bad habits would return. Chief Hayes-White wholly agreed and stated that EMS in-service training was working on this issue.

Commissioner Makras wished to know how many members could be randomly tested in a 30-day cycle. Chief Hayes-White responded that it would be approximately 32 members every 30days.

Commissioner Conroy asked to see the CQI report and the Department's response. In addition, he appreciated the Chief's explanation of the drug testing procedure and her careful approach to the area of random drug testing.

Commissioner Clarke wished to know what the consequence would be if someone tested positive, that is, would the procedures remain that are currently in place or will there be a change. Chief Hayes-White responded that this was the last remaining item that still needed to be resolved.

Further discussion ensued with Commissioners asking questions and Chief Hayes-White responding.

REPORT FROM ADMINISTRATION
Gary Massetani, Deputy Chief, Administration, presented to the Commission a breakdown of the additional reductions of $11 to $12 million that were proposed by the Budget Analyst and approved by the Board's Finance and Budget Committee. The turnaround report also includes the exact positions that were cut and the new positions that were added.

In the FY 2005-06 Budget, the Department has combined training, travel and membership funding from various divisions under the Administration Division for better control and equitable distribution, and with a committee formed to deal with these items. The committee has identified funding for the EVOCT program, through which 15 members will undergo a train-the-trainers program and provide emergency vehicle driver training to members of the Department, which should result in overall long-term savings for the Department.

In reference to FY 2005-06 Capital Equipment Budget, the Department has ordered ten engines, with the first ones on the street by December 2005. Chief Massetani has been reassured that all ten engines will be in fire stations by February 1, 2006. No trucks were ordered in this fiscal year but four new ambulances will arrive by January 1, 2006. In addition, four to five new sedans will replace the old K-series vehicles in the Division of Fire Prevention.

Chief Massetani noted that the MOU (Memorandum of Understanding) with the Airport was signed for FY 2005-06 in the amount of $13.8 million, a12% increase from the previous year mainly due to COLAs.

In closing, Chief Massetani informed the Commission that he will be presenting them with

a monthly report of injuries and illnesses. For the month of June 2005, the Department experienced a total of 34 injuries, with 24 of these experiencing lost work time. The largest number of injuries was identified as back and shoulder strains.

PUBLIC COMMENT
Ken Smith, referring to the Substance Abuse Policy being developed, wished to know if the policy had guidelines regarding how many hours prior to work an individual should have no more alcohol intake.

David Pilpel, also referring to the Substance Abuse Policy, suggested a number of clarifications that could be included, such as who is covered by the policy, what causes the test to be administered, how and by whom the test is administered, what constitutes a positive reading and what those consequences could be.

John Darmanin, also referring to the Substance Abuse Policy, suggested that the saliva test was not as reliable as other forms of testing, such as the urine test.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

B. FY 2005-2006 Annual Statement of Purpose *[Action]*

Commissioner Conroy explained that the Annual Statement of Purpose is required by the Board of Supervisors and should be reviewed and updated each year. He stated that he had conferred with Vice President Nakajo, and they both decided that the current version did not need a revision this year. He welcomed any recommendations and comment by Commissioners.

PUBLIC COMMENT
John Darmanin wished to know if the Annual Statement of Purpose replaced the Annual Report; he did not accept that the Statement was so perfect that it needed no updating.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and the Annual Statement of Purpose was adopted.

C. Disciplinary Hearing Assignments *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*	*Commissioner*
Firefighter Stephen Farac	04 – 16	Suspension Appeal	Conroy
Firefighter Ernest Grays	05 – 1	Suspension Appeal	Makras
Firefighter Daniel Boreen	05 – 2	Formal Complaint	Lau

PUBLIC COMMENT
John Darmanin asked for clarification of the civil service classification of a member listed under *Suspension* in the Consent calendar.

D. Special Presentation – Anatomy of a Medical Call *[Discussion]*

An overview of the practices and procedures of a medical call from Emergency Communications Center call intake to the Emergency Room.

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, introduced the presentation. He explained that the presentation will highlight what occurs during the course of a medical call and the background support functions associated with such a call. He reviewed the language of EMS, including acronyms, and the rules used since they dictate what occurs on the scene. Chief Ortiz-Schuldt explained about the intake portion of a call, that is, what occurs at 911 when someone calls and what the dispatch operator relates to the caller.

Chief Fazackerly reviewed the operational part of a medical incident, and pointed out what occurs at the scene, that is, what treatment is indicated and what actions are taken.

Captain Drabble provided background information on the CQI (Continuing Quality Improvement) and Risk Management programs and explained the need for them.

Captain Zanoff addressed the topic of medical records and billing, that is, the billing for EMS functions including paramedic services. He added that approximately only 50% of what is billed is collected. Captain Zanoff added that medical records, under federal law, must be kept for ten years after the incident.

Commissioners asked questions, including the dispatch protocol on Code 3 calls, and EMS staff responded.

(Please note: A copy of the presentation is attached and is also posted on the Fire Commission's website: www.sfgov.org/fire_commission)

PUBLIC COMMENT
David Pilpel suggested that the slides in the presentation be numbered and that they be posted on the Commission's website, adding that the presentation helps in understanding the EMS Reconfiguration.

John Darmanin found the presentation good but did not believe that it was the correct place to defend the recent poor CQI (Continuing Quality Improvement) review by the Health Department.

Ken Smith, against whom John Darmanin had filed a complaint, explained that he was being harassed and treated unfairly by members of the Department and believed this to be wrong and unfair.

6. ADJOURNMENT

Prior to adjournment, President Conroy announced that he had attended the most recent meeting of the Sunshine Ordinance Task Force (SOTF) concerning three complaints filed by a member of the Department. The Task Force had unanimously, by a vote of 9 – 0, dismissed two of the complaints and on the third complaint found that there was no Sunshine Ordinance violation; the SOTF has provided a letter with some suggestions on improving public comment procedures.

There being no further business to come before the Commission, the meeting was adjourned at 8:50 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

l A. Conroy, *President*
)hen A. Nakajo, *Vice President*
nentine Clarke, *Commissioner*
rge Lau, *Commissioner*
or Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

ANNUAL STATEMENT OF PURPOSE

Fiscal Year 2005-2006

It is the responsibility of the Fire Commission to ensure that the San Francisco Fire Department effectively implements its Mission:

> *The Mission of the Fire Department is to protect the lives and property of the people of San Francisco from fires, natural disasters, and hazardous materials incidents; to save lives by providing emergency medical services; to prevent fires through prevention and education programs; and to provide a work environment that values cultural diversity and is free of harassment and discrimination.*

To this end, the Fire Commission will:

1. Set policy and support the administration to accomplish the mission of the department;

2. Support the administration's efforts to enhance and support the collaborative work of department membership and public stakeholders in the delivery of fire suppression, fire prevention and emergency medical services with the focus upon the common public good.

3. Encourage and support the administration to develop and implement systems to improve fiscal responsibility to enhance the budgeting process while maintaining and protecting essential public services including fire protection, fire prevention and emergency medical services.

4. Encourage and support the administration to develop an effective physical fitness and wellness program to promote the health, safety and welfare of the members of the department and the public.

5. Encourage and support the administration to develop as part of its overall strategic planning effective career development and promotion opportunities for the membership;

6. Actively encourage and support recruitment and education in the communities to bring highly qualified applicants to the Department who truly reflect the City's rich diversity;

7. Continue to work with the administration and City Attorney's Office to review and, where necessary, revise official Departmental Policy and Procedures; and

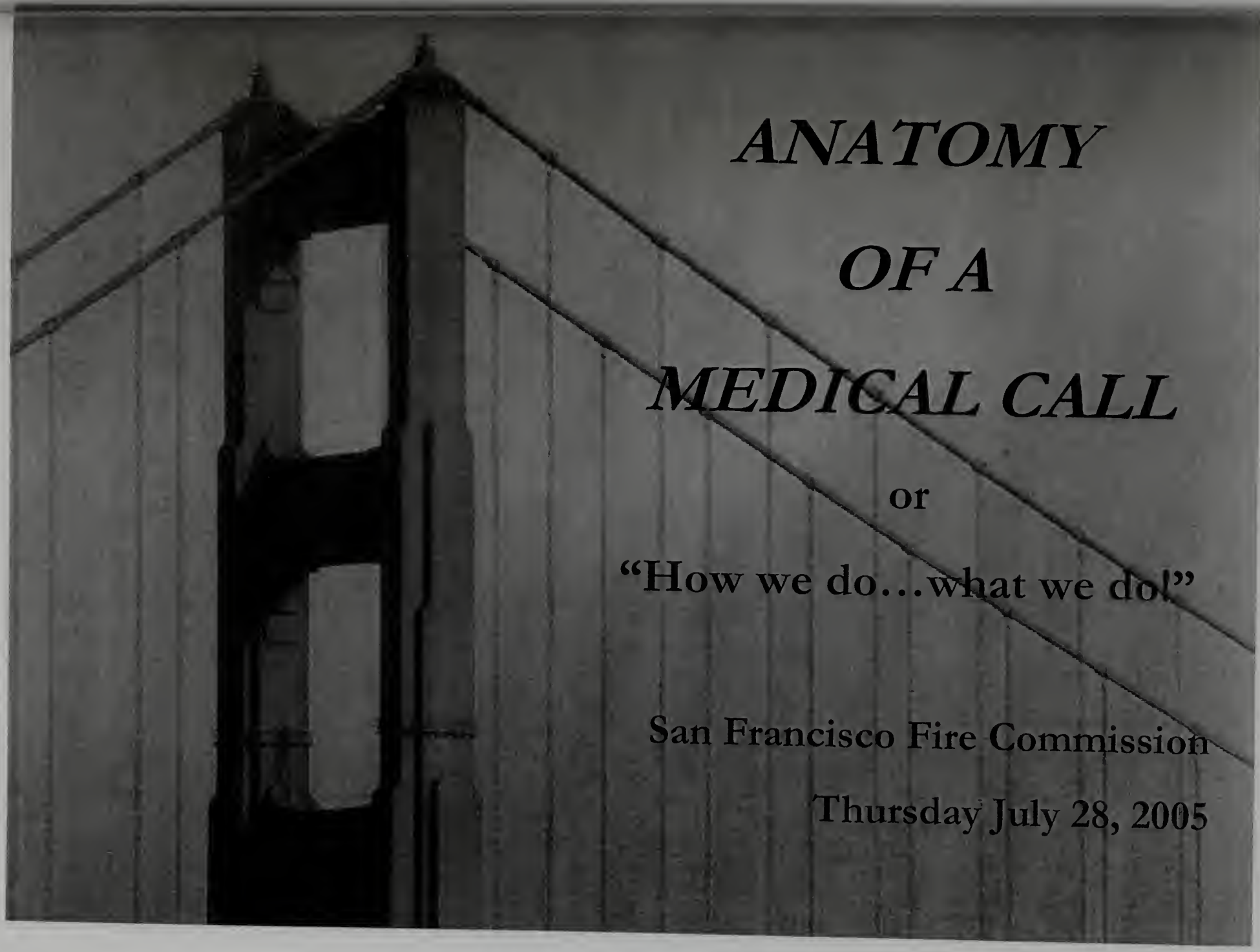
8. Contribute to the common good by conducting open meetings regularly and convening such additional meetings as deemed necessary to inform and educate the general public of the work of the Fire Commission and the San Francisco Fire Department.

Adopted at the Regular Meeting of the San Francisco Fire Commission on July 28, 2005.

Ayes: Conroy, Nakajo, Clarke, Lau, Makras

_____

Tania Bauer, Commission Secretary



ANATOMY OF A MEDICAL CALL

or

"How we do…what we do!"

San Francisco Fire Commission

Thursday July 28, 2005

What we'll talk about

- The Language of EMS
- Summary Statistics
- Rules of the Game
- **A Typical Incident**
  - Intake (the call to 911)
  - Operations (what happens on scene)
  - The back-end
    - Quality Improvement / Risk Management
    - Billing and Revenue / Medical Records
- The Other Players

The Language of EMS

- ALS = Advanced Life Support
  - Paramedic level of care
- BLS = Basic Life Support
  - EMT level of care
- Code 3 = Potentially life threatening event
  - Lights and sirens
- Code 2 = Potentially non-life threatening event
  - Respond with the flow of normal traffic

More Info

EMT-local certification

- Minimum 120 hours of training
- Non-invasive maneuvers
  - Bleeding control, basic airways, CPR, w/hold CPR
- 1100 + in our Department

PARAMEDIC-California State license

- Minimum of 1400 hours of training
- Invasive maneuvers
  - IVs, drugs, advanced airways, pronouncement
- 270 in our Department

San Francisco Fire Department
Summary Statistics

FY 2004 – 2005

- 102,000 Total incidents
  - 70,773 Primary medical complaint
    - 47,234 Code 3 responses
    - 20,720 Code 2 responses
  - 48,126 transports (68 %)

Summary Stats

FY 2004 – 2005

- 48,126 transports

SFGH – *"The Mission / The Mish"*

St. Francis Hospital

Pacific Medical Center – Pacific Campus

St. Luke's Hospital

UCSF

Kaiser – San Francisco

St. Mary's Hospital

Pacific Medical Center – RKD Campus

VA Hospital

Chinese Hospital

Kaiser – South San Francisco

Seton Hospital

Pacific Medical Center – California Campus

*McMillan Stabilization Center

38 % of our transports go to San Francisco General Hospital

Rule of the Game

OUR AVAILABLE RESOURCES

- First Responders
  - 42 Engine Companies
    - 24 ALS Paramedic staffed
    - 18 BLS EMT staffed
  - 19 Truck Companies (EMT staffed)
  - 2 Heavy Rescue Squads (EMT staffed)
- Transport units
  - 19 ambulances (1 PM / 1 EMT)
  - Dual H1 ambulances (2 PMs) (Tue – Fri: 6am – 2am)
- 4 Paramedic Captains (RCs)

Rules of the Game

At Dispatch

- ***Cannot turn down any requests***
- Code 3 requires 2 paramedics
- Call taking and dispatch is done at the ECD –by civilian PSDs
- Call evaluation / triage– done with a nationally recognized system – MPDS ("Clawson system")
  - Software integrated into CAD

Rules of the Game

In the Field

- Response time goals (90th percentiles):
- Code 3's
  - 1st unit in 4:30
  - 1st ALS in 7:00
  - Ambulance in 10:00
- Code 2's
  - Ambulance in 20:00

Rules of the Game

Patient Disposition

- Transport to appropriate ER
- Transport to McMillan Stabilization Center – 39 Fell St.
- Patient refusal
- Other
  - MAP
  - Medical Examiner
  - Police
  - POV

Rules of the Game

Emergency Departments

- Trauma Center - SFGH
- Specialty Centers
  - Burns
  - Re-implantation
  - Pediatric Critical Care
  - In custody – SFGH
  - OB

One Twist: Hospitals can close to ambulances – "diversion"

Rules of the Game

- Transport
  - Hospital notification – not so sick
  - Base Hospital contact – MD consult
- Patient Refusal
  - Consult w/Base Hospital
  - Agreement of 2 paramedics
- Death in the Field

A Typical Incident

INTAKE AT 9-1-1

A Call to 911

The Emergency Communications Department

1011 Turk Street



Where the Dispatch Comes From



A Call to 911

- ECD receives 4,300-4,600 calls per day
  - 1.6 million phone calls per year
    - Emergency calls (3200-3400)
    - Non-emergency calls (800-1200)
  - 85% Police
  - 15% Fire
- 8 to 20 Call takers on duty

- Call pick-up
  - Answered @ 9 secs*
- Interrogation
  - Between 1.5 - 3 minutes*

*2003

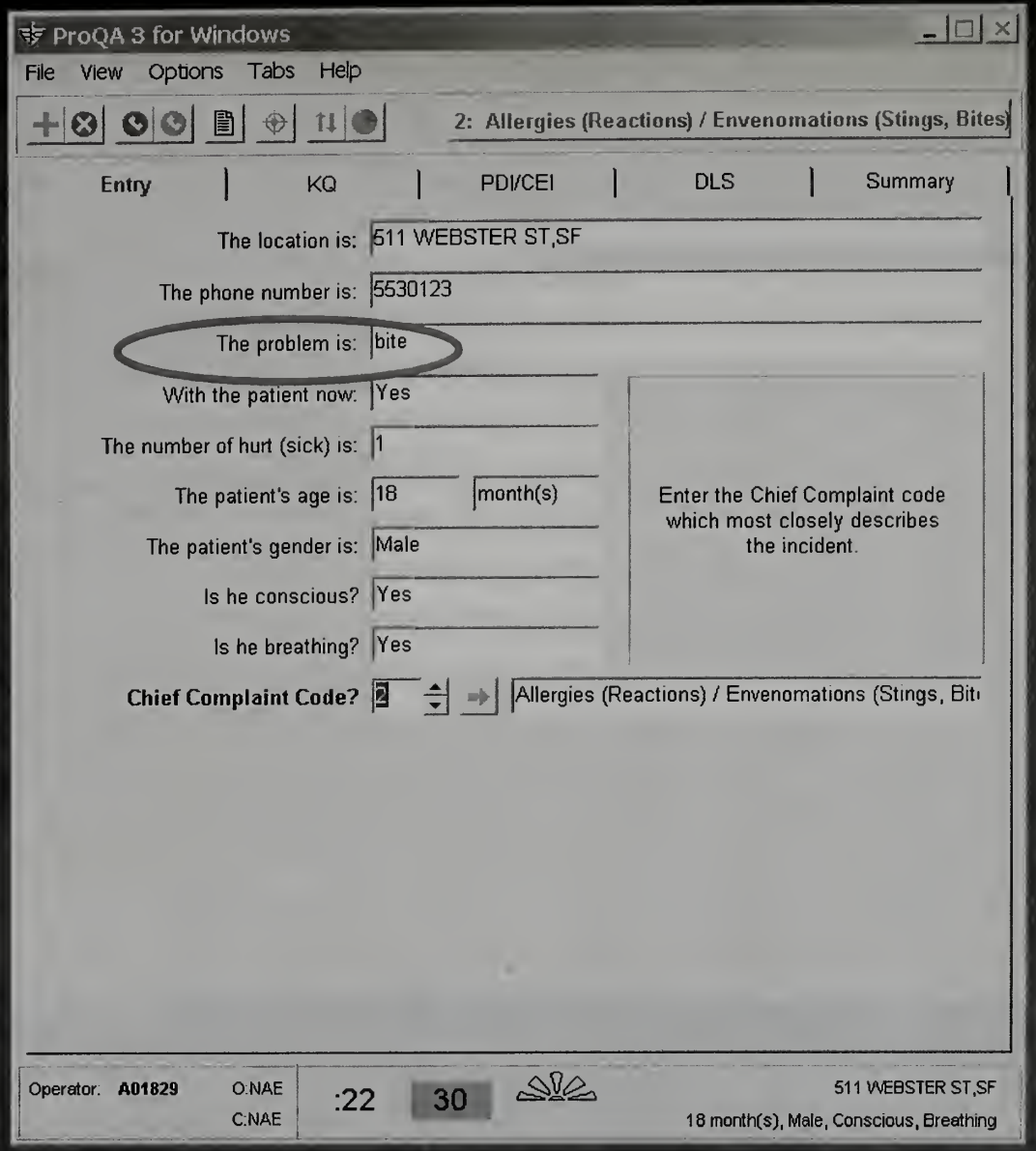


MPDS

Medical Priority Dispatch System

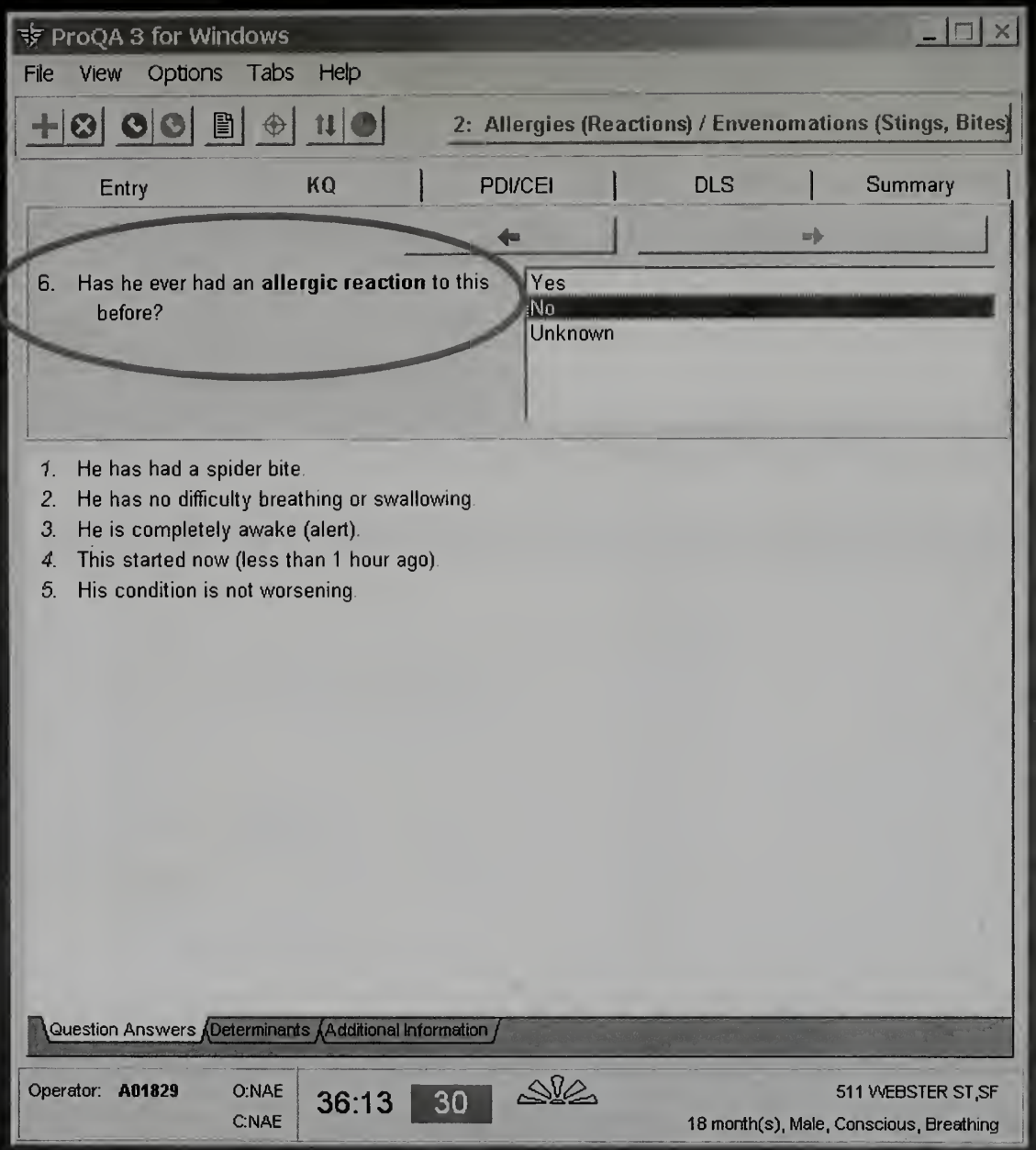
"The Clawson System"

- Inter-nationally recognized
- Standard of Care
- Used world-wide
  - London, Sydney, Los Angeles, San Francisco
- ProQA software
  - 700 + call type codes
    - Echo, Delta, Charlie
    - Bravo, Alpha, (Omega)



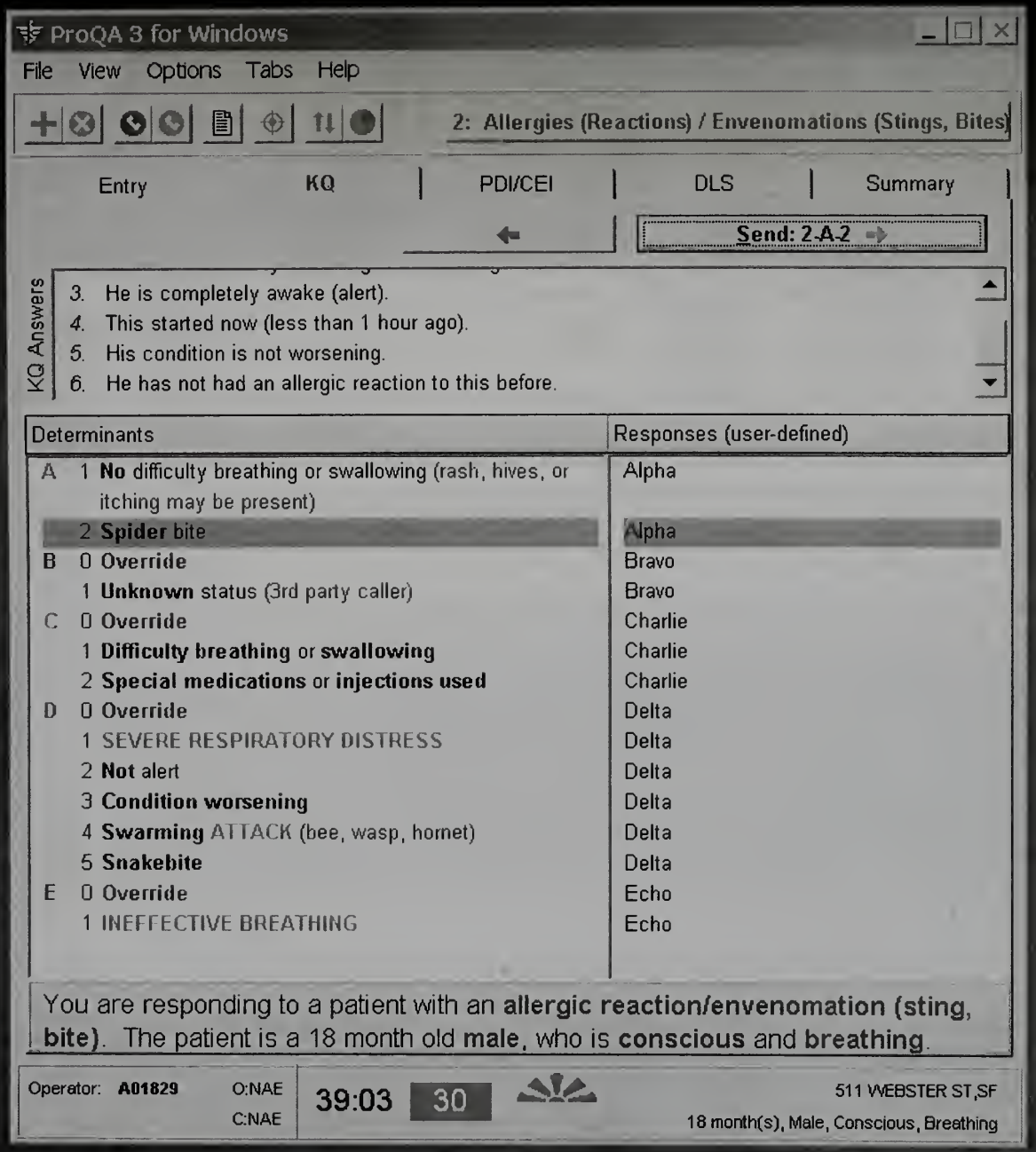
STEP 1:
Call Entry

- Determine the Chief Complaint



STEP 2:

- Ask Key Questions

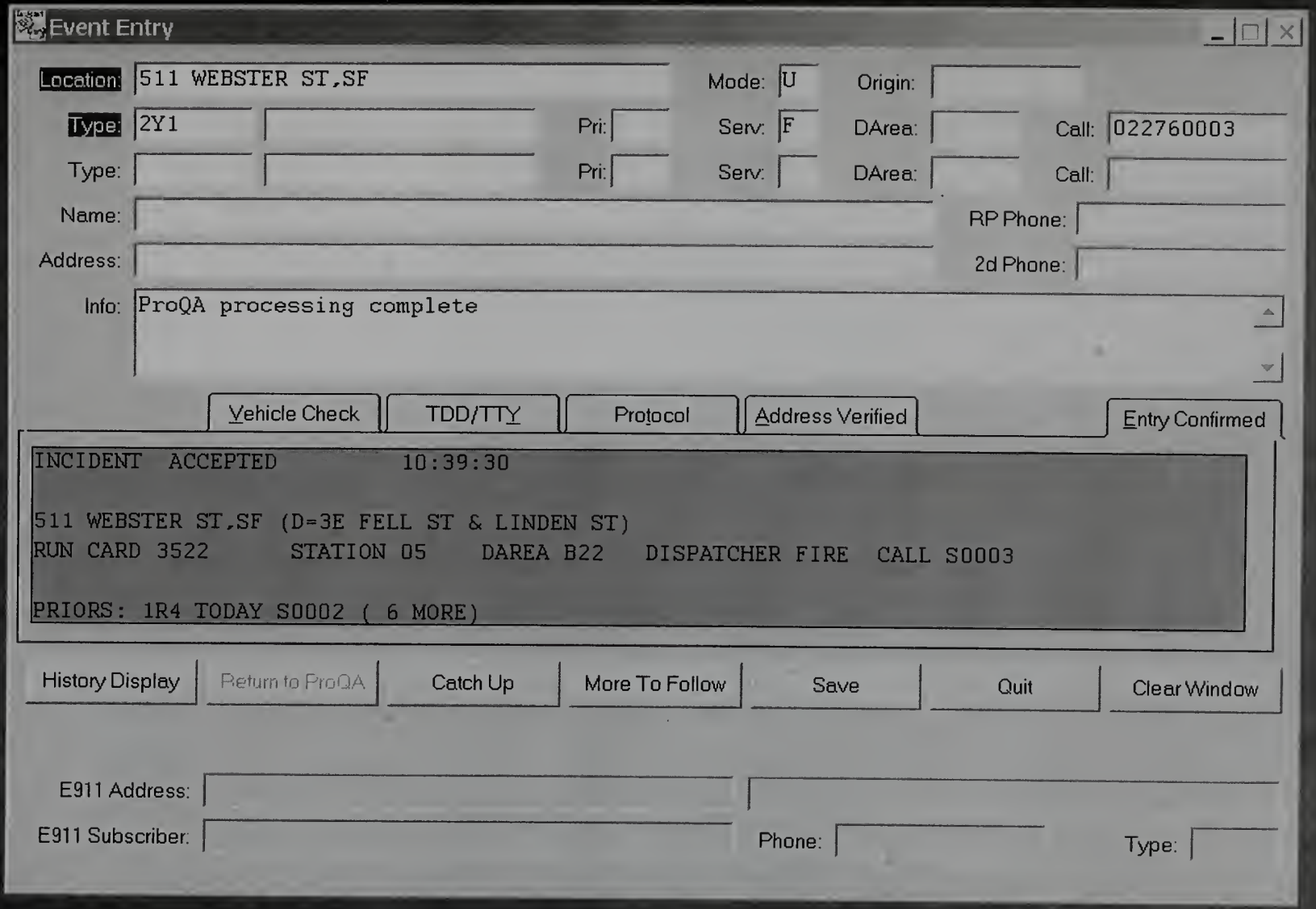


STEP 3:

- Confirm appropriate call type

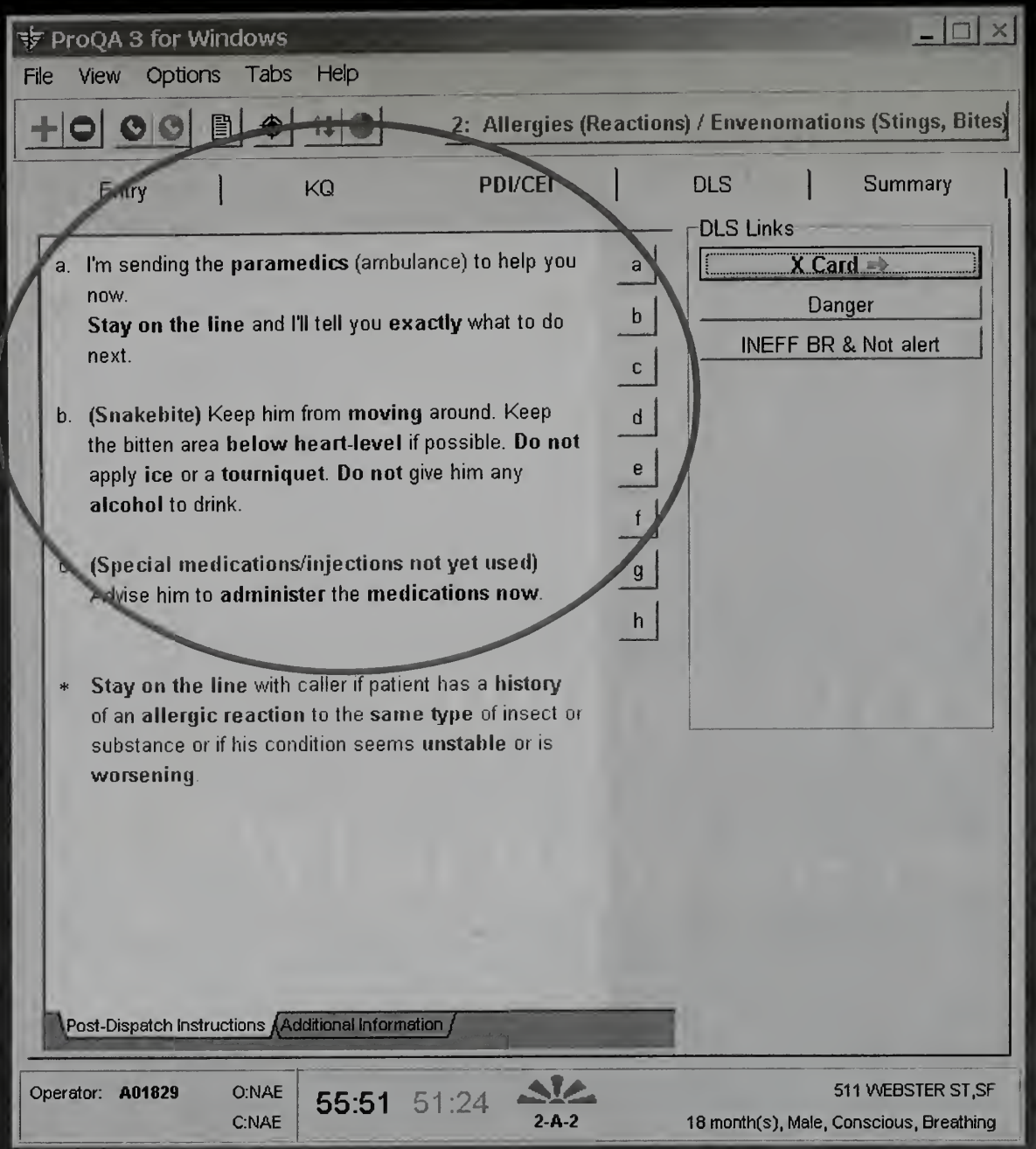


STEP 4: Dispatch from CAD



Our Call

- Chief Complaint
  - Difficulty Breathing
  - 6E1 (6 –ECHO-1)
- Recommended Dispatch
  - Closest Engine
  - ALS Engine (if 1st closest is BLS)
    - For second paramedic
  - Paramedic Captain
  - Ambulance (1 PM / 1 EMT)



STEP 5:

- Give caller pre-arrival instructions (PADs) if indicated



A Typical Incident

OPERATIONS:

"What happens on scene"

The Dispatch

- Engine 32 – BLS Engine
  - Closest First Responder
- Engine 11 – ALS Engine
  - Closest ALS resource
- Rescue Paramedic Captain 3
  - Quartered at Station 11
- Medic 12
  - Closest available ambulance





Getting "out the door"



Finding the patient



Getting to the patient's side

Initial Assessment



- Scene Survey
- **C**-Spine
- **A**irway
- **B**reathing
- **C**irculation
- **D**etermining the Chief Complaint

Initial BLS Treatment



- Vital Signs
  - Pulse
  - B/P
  - Respirations
- Oxygen

ALS Assessment & Treatment



- IV access
- Medications if indicated

- Albuterol
- MS
- Lasix

The Transport Decision



- Treat and Transport

v.

Scoop and Run

Patient condition dictates treatment



- Patient assessment is ongoing throughout incident
- Patient conditions and treatment can and often do change

Invasive and Advanced Interventions



- Advanced Lifesaving Airway Techniques
  - Naso-tracheal intubation

Transport Code



- Code 3: for the truly ill (8-10%)
- Code 2: for most patients

En route to the ER



- Code 3 to Closest appropriate hospital
- Critical Patient
  - SFGH
- Base Hospital Contact
  - Verbal report from PM to MD



At the Emergency Room

- Transition care to ER staff
  - Verbal report that includes:
    - Patient condition
    - Treatment
    - History / meds
    - Anything else important
- Complete and turnover PCR
  - Patient Care Report
- Clean and ready ambulance
- Head back to quarters

A Typical Incident

FOLLOW THROUGH:
Continuous Quality Improvement
Risk Management
&
Billing and Revenue
Medical Records

Continuous Quality Improvement
CQI

Ongoing Performance Assessment

- Performance Measures
  - Response Times
  - Clinical Performance
  - Regulatory Compliance
- Clinical Projects (mandated)
  - Cardiac Arrest
  - Advanced Airway
- Evaluation
  - Assess effectiveness of education and training by field performance

Risk Management

- Identify Potential Risks
  - Not Just a Financial Consideration
    - Patient Safety
    - Worker Safety
    - Public Safety
- Legal Considerations
  - Collaborate with the City Attorney's Office

Risk Management

- Perform Investigations
  - Sentinel Events
  - Exception Reports / Near Miss
  - Complaints
- Root Cause Analysis of Significant Events
  - System Problems
    - Policy / Protocol
    - Education / Training
    - Practice
  - Individual
    - Performance Improvement Plan

Intersection of Risk Management with Education and Training

Billing & Revenue

- EMS Billing Function is Outsourced
  - Advanced Data Processing Inc. (ADPI)

*** Contract expires 12/05 – competitive bid process ongoing**

- FY 2004-2005
  - $ 32.5 Million Billed
  - $ 15.9 Million Collected (Net*)
    - 49% remittance

Medical Records

- HIPAA Compliance
  - FF/PM Rhab Baughn
- Medical Records Section
  - 1415 Evans
    - Joe Mareschi and Robert Rowbottom

Some Other Players

- Health Commission
- Director of Public Health
  - Dr. Mitch Katz
- EMSA
  - Dr. John Brown / Mike Petrie / Nick Nudell
- Base Hospital
- Private Hospitals
  - Hospital Council
- Private Ambulance Services
- Smaller Organizations
  - Senior Action Network / Neighborhood Associations
- Emergency Physicians Association

What we do best

- Shortness of Breath
  - Asthma
  - COPD
- Cardiac Emergencies
  - Slow and fast rhythms
  - Sudden cardiac arrest
- Psychiatric Emergencies
  - Dementia
  - Crisis
- Altered Levels
  - Insulin Shock
  - Heroin Overdose
    - SF #1 in US
- Trauma
  - Auto v Pedestrian
    - SF #1 Auto/Ped deaths
  - 217 / 219
- Homeless Emergencies
  - Hypothermia
  - Seizures
  - MOST program

"WE HELP PEOPLE WHO NEED OUR HELP"

That's All Folks!

Thank you for your attention!

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 11, 2005, - 2:45 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

SEP - 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Makras moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 2:50 PM

2. There was no comment pertaining to the Closed Session.

3. The Commission reconvened in open session at 3:50 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. **ADJOURNMENT**

The Special Meeting was adjourned at 3:55 PM.

05-45a

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, August 11, 2005, - 3:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

AUG 23 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-49

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, August 11, 2005 – 3:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

DOCUMENTS DEPT.

AUG 0 8 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **PUBLIC COMMENT**

Members of the public may address the Fire Commission on all matter within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**

In accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed his four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

Section 906 – Response
Section 2002 – Prompt Performance of Duties
Section 2805 – Leadership
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

4. **ADJOURNMENT**

05-45

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, August 11, 2005 – 3:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

SEP - 6 2005

SAN FRANCISCO
PUBLIC LIBRARY

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

Also present: Marie Blits, Deputy City Attorney, Counsel to the Commission
Tania Bauer, Commission Secretary

2. **COMMISSION DELIBERATIONS ON SUSPENSION APPEAL**

In accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed his four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

Section 906 – Response
Section 2002 – Prompt Performance of Duties
Section 2805 – Leadership
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**
   There was no public comment on the closed session. The Commission went into closed session at 3:55 PM.

2. **Reconvene in Open Session**
   The Commission reconvened in open session at 5:55 PM.

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

   Commissioner Nakajo moved and Commissioner Lau seconded to report on action taken in closed session. The motion was unanimously approved.

   Commissioner Conroy reported that the Commission, by unanimous vote, denied Assistant Chief Stevenson's four-day suspension appeal and upheld the charges brought by the Chief of Department.

   The Commission found the 4-day penalty appropriate, and determined that each and every one of the rule violations supports a 4-day suspension based on the

evidence presented.

The Commission directed Counsel for the Department to prepare and submit proposed Findings of Fact to the Commission Secretary.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Nakajo moved and Commissioner Makras seconded not to disclose any discussions during closed session. The motion was unanimously approved.

3. ADJOURNMENT

The Special Meeting was adjourned at 5:55 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-46

FIRE COMMISSION REGULAR MEETING
Thursday – August 11, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

Item No.

1. ROLL CALL

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President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Acting Chief of Department	Richard E. Kochevar

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of July 28, 2005.

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access[1]

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 16 through July 29, 2005.

Appointments
Reporting the following PERMANENT EXEMPT appointment effective *JULY 19, 2005:*

H53 EMS Chief

Glenn E. Ortiz-Schuldt (vice: ASO Authorized)

Reporting the following PROBATIONARY appointment effective *AUGUST 1, 2005:*

0923 Manager II

Margaret O'Sullivan (vice: tx'd from O'Sullivan's 0922 position)

Reporting the following PERMANENT EXEMPT appointment effective *AUGUST 1, 2005:*

1820 Junior Administrative Analyst

Jenny Gong (vice: Mark Corso on leave)

Reporting the following TEMPORARY EXEMPT appointment effective *JULY 22, 2005:*

7334 Stationary Engineer (As Needed)

Ricardo Abrenilla (vice: David Cleasby, resigned)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Molinari, Raymond L.	H28 Lieutenant, DOT	Service	Jul. 30, 2005
Minnick, John H.	H20 Lieutenant	Service	Jul. 29, 2005
Wilson, Gary N.	H20 Lieutenant	Service	Jul. 30, 2005
Sloan, Jeffrey L.	H1 Fire/Rescue Paramedic	Service	Jul. 16, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of September 22, 2005)

Suspension – Correction
Amending the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H39 Captain	Airport	2	08-10-05 thru 08-11-05	Sec. 2808 (Welfare of Subordinates) Sec. 3905 (Unfamiliarity with Rules)

(Note: Amending Minutes of 07-28-05, Item 4.A, "Suspension," to reflect a change in the rank from H30 Captain to H39 Captain and the dates from 08-03/08-04-05 to 08-10/08-11-05)

Leaves
Reporting leave of absence with pay for Battalion Chief Kirk Richardson and Paramedic Captain Sandra Tong, for seven days, August 16 through August 22, 2005, in order to attend the High-Rise Life Safety Conference in Chicago, Illinois. Funds are available in the

Travel and Training Fund for the cost of registration, transportation, lodging, and meals. Both Battalion Chief Richardson and Paramedic Captain Tong will be replaced.

Reporting leave of absence with pay for the following:

Name	*Rank*
Frank Cardinale	Assistant Chief
Mark Kearney	Battalion Chief
Kevin Taylor	Battalion Chief
David Franklin	Captain, Safety Officer
Jeanne Seyler	Acting Captain
Jeff Myers	Paramedic Captain
David Ritter	Lieutenant
Ron Tsujimoto	Lieutenant
Beth Goudreau	Firefighter/Paramedic
Frank Cercos	Firefighter
Joseph Conway	Firefighter
James Dreaper	Firefighter
Brad Dugan	Firefighter
Stan Lee	Firefighter
Darius Luttropp	Firefighter
Joel Sato	Firefighter
Edmund Vail	Firefighter

for seven days, August 13 through August 19, 2005, in order to participate with the 95th Civil Support Team in a major Weapons of Mass Destruction field training exercise at the Center for National Response facility in West Virginia. The Urban Area Security Initiative Budget for FY 2003-2005 includes funds for the field training exercises, which includes transportation, lodging, backfills and training costs.

B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from July 22, 2005 through August 4, 2005:

From David Ebarle, expressing his gratitude to the Department for coming twice to the aid of his mother, and commending the following for patient care beyond the expectation of anyone calling 911: on 7/15/05 – Engine 32 – Lt. Rolovich, EMT Yu, FFs Muller, Dayless, and Medic 18 – FF/PM Zimmerman, EMT Lum; on 7/19/05 – Engine 34 – Lt. Campanali, EMT Fogarty, FFs Marin, Saxton and Engine 14 – Cpt. Murphy, FFs Carion, Grant Lopes and Medic 14 – PM Ferrante, EMT Lum. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

From Barbara Stewart, commending the skill and hard work of the firefighters that saved her house in Glen Park earlier this month and grateful that her firehouse (Diamond Heights) was staffed that night because she believes it could not have been saved by firefighters arriving from farther away. Commissioners and Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through B)

5. REGULAR CALENDAR – NEW BUSINESS

A. Chief of Department's Report *[Discussion]*

Report from Acting Chief of Department, Richard Kochevar, on current issues, activities and upcoming events. Chief Kochevar will also report on operations and suppression related activities, including greater alarm fires, temporary brown-outs and training, and EMS related activities.

B. Leave of Absence *[Action]*

Submitting request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, August 10 through August 12, 2005, in order to attend the 2005 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs in Denver, Colorado. Funds for this trip are included in the 2005-2006 approved budget.

Action to be taken: Approval of leave of absence

C. Special Presentation – Fifth Alarm at 16th Street and Dolores *[Discussion]*

Deputy Chief Richard Kochevar, Acting Assistant Chief Frank Cardinale.

Report on Department response to 5th alarm fire on July 7, 2005, including explanation of deployment of personnel and apparatus and of fire fighting techniques used.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 05-46

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 11, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner George Lau
Commissioner Victor Makras

Commissioner Clem Clarke was excused for business reasons.

Richard E. Kochevar	Acting Chief of Department
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
Frank T. Cardinale	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment.

Commissioner Conroy reminded everyone that Public Comment has been moved to the beginning of the meeting in order to encourage public comment from those present who may not be able to remain for the entire meeting.

Commissioner Conroy wished to take a part of *Item 5.A. Chief of Department's Report* out of order so that Dr. John Brown could present a report.

5A. Chief of Department's Report *[Discussion]*

Quality Improvement Program – John Brown, M.D.

James Fazackerly, Section Chief, EMS Operations, introduced John Brown, M.D., Medical Director, Emergency Medical Services Agency, City and County of San Francisco, Department of Public Health, and asked him to comment on some recent Quality Improvement program issues.

Dr. Brown explained that his role as the Medical Director was regulatory oversight for EMS care in San Francisco, that is, pre-hospital care which would include dispatch, first response, ambulance care and care of the patient up to the Emergency Department of a hospital. He noted that the Fire Department provides the great majority of 911 services, therefore, his agency works closely with the Department in regulating and maintaining an excellent standard of care for patients accessing the 911 service.

Dr. Brown stated that his agency has been involved with the Department in the quality improvement plan since June of 2004. He explained that quality improvement had various components: (1) training; (2) evaluation of access; (3) identifications of deficiencies; (4) recognition of superlative care given; and (5) correction of any problems or deficiencies.

Dr. Brown declared that in the June 2004 report, approximately 22 deficiencies were identified where the Fire Department's quality improvement system was not meeting the standard for all EMS providers in the county. He enumerated the deficiencies and noted that of the 22 identified, eleven had been completed, and of the eleven remaining, three were identified as critical. Dr. Brown noted that he and members of his agency were working closely with Department, and the working relationship was the best it has been.

Dr. Brown pointed out that the most critical of the deficiencies is the completion of the new quality improvement plan, which he compared to a roadmap. He declared that it must broad enough in scope to cover all contingencies and yet have enough detail to be of use to the quality improvement unit. The second area that was critically deficient was a need for assurance, and a mechanism to ensure, that all personnel that were providing personal care were accredited paramedics and certified EMTs. The third area of critical deficiency was record keeping and the standard of documentation. There are certain required chart elements, such as patient identification, vital signs and airway check. He stated that it this area that is most closely reviewed since it may create the highest medical and legal risks. Dr. Brown noted that the Department has improved notably in this are but is still below the standard, which is at the 90 percentile.

Furthermore, Dr. Brown did commend the quality improvement unit on several outstanding elements, primarily the speed with which an investigation was completed. This provided the opportunity to clear some cases quickly and determine whether they had merit and concentrate on cases where there is concern about the care being given.

In closing, Dr. Brown stated that he looks forward to continuing to work with the Fire Department. He pointed out that in the coming week the annual ambulance inspections will begin and all medic units in the county will be inspected. A report will provided to all participants.

Discussion ensued and Commissioners asked questions with Dr. Brown and Chief Fazackerly responding.

5.A Chief of Department's Report (Continued)

Richard Kochevar, Acting Chief of Department, apprised the Commission that he had reviewed the FY 2005-06 budget but since he came into his position after the budget process was completed, he would defer to Chief Massetani for any clarifications that may be needed.

On August 8th, the Chief presented SFStat and, as on previous occasions, there was concern about response times in Battalion districts 8, 9 and 10. To this end, Rescue Captain Zanoff devised a dispatch pattern whereby the dispatch center was able to dynamically dispatch Medic units 91, 93, and 94, staffed by H1s/2532s to where they were needed most.

Chief Kochevar noted that the Chief had met with San Francisco Firefighters Local 798 in further discussions regarding the random drug testing policy. He believed that the Department and the union are very close in reaching a tentative agreement.

In closing, Chief Kochevar informed the Commission that he and the Chief had assisted a young man, whose mother and grandmother had died from cancer and who was solo running to Los Angeles to get donations for cancer research, by escorting him with an Engine company as he ran through San Francisco.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of July 28, 2005.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

4A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
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Appointments
Reporting the following PERMANENT EXEMPT appointment effective *JULY 19, 2005:*

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Glenn E. Ortiz-Schuldt (vice: ASO Authorized)

Reporting the following PROBATIONARY appointment effective *AUGUST 1, 2005:*

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Margaret O'Sullivan (vice: tx'd from O'Sullivan's 0922 position)

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1820 Junior Administrative Analyst

Jenny Gong (vice: Mark Corso on leave)

Reporting the following TEMPORARY EXEMPT appointment effective *JULY 22, 2005:*

7334 Stationary Engineer (As Needed)

Ricardo Abrenilla (vice: David Cleasby, resigned)

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Sloan, Jeffrey L.	H1 Fire/Rescue Paramedic	Service	Jul. 16, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of September 22, 2005)

Suspension – Correction
Amending the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H39 Captain	Airport	2	08-10-05 thru 08-11-05	Sec. 2808 (Welfare of Subordinates) Sec. 3905 (Unfamiliarity with Rules)

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Reporting leave of absence with pay for the following:

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Mark Kearney	Battalion Chief
Kevin Taylor	Battalion Chief
David Franklin	Captain, Safety Officer
Jeanne Seyler	Acting Captain
Jeff Myers	Paramedic Captain
David Ritter	Lieutenant
Ron Tsujimoto	Lieutenant
Beth Goudreau	Firefighter/Paramedic
Frank Cercos	Firefighter

Joseph Conway	Firefighter
James Dreaper	Firefighter
Brad Dugan	Firefighter
Stan Lee	Firefighter
Darius Luttropp	Firefighter
Joel Sato	Firefighter
Edmund Vail	Firefighter

for seven days, August 13 through August 19, 2005, in order to participate with the 95th Civil Support Team in a major Weapons of Mass Destruction field training exercise at the Center for National Response facility in West Virginia. The Urban Area Security Initiative Budget for FY 2003-2005 includes funds for the field training exercises, which includes transportation, lodging, backfills and training costs.

4B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from July 22, 2005 through August 4, 2005:

1. From David Ebarle, expressing his gratitude to the Department for coming twice to the aid of his mother, and commending the following for patient care beyond the expectation of anyone calling 911: on 7/15/05 – Engine 32 – Lt. Rolovich, EMT Yu, FFs Muller, Dayless, and Medic 18 – FF/PM Zimmerman, EMT Lum; on 7/19/05 – Engine 34 – Lt. Campanali, EMT Fogarty, FFs Marin, Saxton and Engine 14 – Cpt. Murphy, FFs Carion, Grant Lopes and Medic 14 – PM Ferrante, EMT Lum. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Barbara Stewart, commending the skill and hard work of the firefighters that saved her house in Glen Park earlier this month and grateful that her firehouse (Diamond Heights) was staffed that night because she believes it could not have been saved by firefighters arriving from farther away. Commissioners and Chief of Department and Deputy Chief, Operations.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and Items A through B on the Consent Calendar were approved or ordered filed as appropriate.

5. REGULAR CALENDAR – NEW BUSINESS

5A. Chief of Department's Report *[Discussion]*
(Continued)

Report from Acting Chief of Department, Richard Kochevar, on current issues, activities and upcoming events. Chief Kochevar will also report on operations and suppression related activities, including greater alarm fires, temporary brown-outs and training, and EMS related activities.

Chief Kochevar provided the Operations report. There were five Greater Alarm Incidents and 13 working fires from July 14 to August 10, 2005. The Greater Alarm fires resulted in: (1) $2,610,000 in property damage; (2) $630,000 in content damage; (3) $360,000 in Exposure property damage; (4) $10,000 in exposure content damage; (5) one civilian injury and no civilian fatalities; (6) one firefighter injury and no firefighter fatalities; and (7) five adults and no children displaced.

Chief Kochevar noted that there were some unusual injuries to firefighters at incidents this

reporting period: (1) broken ankle at Bay Street fire; (2) two aye injuries from hydraulic oil spray during use of Jaws for auto extraction; and (3) broken elbow from altered patient swinging tree trunk at firefighter.

Chief Kochevar was pleased to inform the Commission that he had not received any negative impact reports resulting from brown-outs.

In closing, Chief Kochevar reported that battalion-based training Module 6 is proceeding at the Treasure Island facility. There is an EMS review of burn, heat and cold injuries and proper body mechanics, and firefighter search and rescue and live fire training.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5B. Leave of Absence *[Action]*

Submitted request for leave of absence with pay from Chief of Department Joanne Hayes-White, for three days, August 10 through August 12, 2005, in order to attend the 2005 Fire Rescue International Conference sponsored by the International Association of Fire Chiefs in Denver, Colorado. Funds for this trip are included in the 2005-2006 approved budget.

Commissioner Makras moved and Commissioner Lau seconded. There were no questions or discussion and the leave of absence with pay was approved.

5C. Special Presentation – Fifth Alarm at 16th Street and Dolores *[Discussion]*

Report on Department response to 5th alarm fire on July 8, 2005, including explanation of deployment of personnel and apparatus and of fire fighting techniques used.

Chief Kochevar introduced Assistant Chief Cardinale, who had been incident commander at the Fifth Alarm, and stated that they both would provide an overview of the fire, how it was run and some general remarks.

Prior to describing the actual fire, Chief Cardinale, referred to brown-outs, and noted that the first unit on scene was Engine 6 within three minutes of dispatch. He pointed out that all the first and second alarm companies that were due at this fire had all been subject to brown-outs, except Engine 36, and had been browned out on a rotating basis. Chief Cardinale explained that the only reason none of these Engine companies were not browned out this day was due to the London bombings. The Department had decided, that because of the London bombings, no companies were to be browned out. Chief Cardinale believed that if the brown-outs had been in effect, there would have been a very adverse impact on this fire.

Chief Cardinale described the fire attack in which 46 units and a 146 firefighters participated. He stated that the fire was contained to only five buildings and never spread below the top floor, except in the original fire building, where it had started on the second floor. He had made the decision to treat each building as a separate fire. The crews were able to stay on the offensive throughout the fire, with the incident command system working well. The fire was contained within approximately 3½ hours.

Chief Cardinale noted that there was only one Incident Support Specialist (ISS) on the scene, since the other injured himself. This placed a greater burden on the incident commander because the ISS assists in setting up the command post, monitoring radio traffic and tracking companies. Fortunately, a number of headquarters staff responded and helped out: Assistant

Deputy Chief Siragusa, Director of Training, became the Incident Support Specialist, Assistant Deputy Chief Lorrie Kalos, Support Services, assumed responsibility for the water supply after some problems had been experienced, Captain David Franklin, Safety Officer, assumed other tasks that needed to be carried out and James Fazackerly, EMS Section Chief, Operations, set up a treatment area, or casualty collection site, across the street from the fire building.

Chief Cardinale recounted some challenges: (1) difficulty with the three-story "C" exposure structure to the rear of the main building; (2) architecture (Victorian buildings) and wind conditions caused the fire to rapidly grow in advance of suppression resources; (3) access issues, including narrow steep back stairs; (4) high occupancy (67 people); (5) close proximity of exposure "C"; (6) salvage preparation impeded suppression personnel committed to fire attack; and (7) no staging due to fire attack commitment as companies arrived on scene.

In closing, Chief Cardinale reviewed the outcome: (1) one firefighter with a minor injury; (2) 67 people needing temporary shelter; (3) 17 people displaced; (4) four civilians rescued and transported to San Francisco General Hospital; and (5) great skill exhibited by all officers and firefighters – all to be commended for a job well done.

Discussion ensued with Commissioners asking questions and Chief Kochevar and Chief Cardinale responding.

Please note: A copy of the Fifth Alarm presentation is attached and can be viewed on the Fire Commission's website: sfgov.org/fire_comm

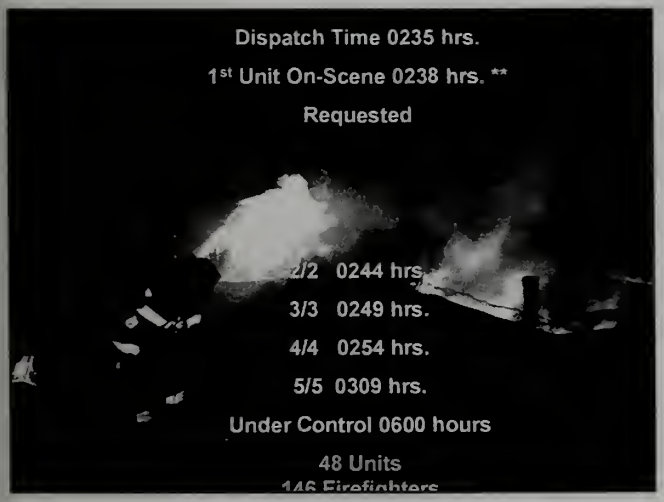
6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:50 p.m.

Tania Bauer
Secretary


MAPQUEST
Haight St
Waller St
Hermann St
Duboce Ave
Elgin Park
Colusa Pl
300m
900ft
Park Hill Ave
Beaver St
15th St
Market St
Sanchez St
Church St
Sharon St
Ramona Ave
Valencia St
Folsom St
S Van Ness Ave
16th St
Chula Ln
Camp St
Capp St
17th St
Clarion Alley
Prosper St
Douglass St
Eureka St
Hartford St
20th St
Liberty St
21st St
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5/5 BOX 5234
16TH & Dolores Streets
5 Buildings Damaged
51 Residents Displaced
$10,000,000.00 Property Damage
$750,000.00 Contents Damage


Dispatch Time 0235 hrs.
1st Unit On-Scene 0238 hrs. **
Requested
2/2 0244 hrs.
3/3 0249 hrs.
4/4 0254 hrs.
5/5 0309 hrs.
Under Control 0600 hours
48 Units
146 Firefighters









Positive Accomplishments



Only One Firefighter injury
(One of only two Incident Scene Specialists on scene)

Fire contained to 5 buildings
(flying embers, close construction)

We stayed in Offensive mode
Except for the original fire building, the fire did not spread below the top floors









Positive Accomplishments
(Continued)



Incident Command System
Able to utilize Command, Operations, Divisions, Groups, and Staging functions

Several Headquarters staff pitched in and helped
Captain Franklin reported on conditions in Exposure "C"
ADC Siragusa acted as my aide
ADC Kalos became water supply officer



Challenges

- Difficulty with three story "C" exposure structure to the rear of the main fire buildings
- Architecture and wind conditions caused fire to rapidly grow in advance of suppression resources



Challenges

- Access issues
- High occupancy (67)
- Close proximity of Exposure "C"
- Salvage preparation impeded by suppression personnel committed to fire attack
- No Staging due to fire attack commitment as companies arrived on scene

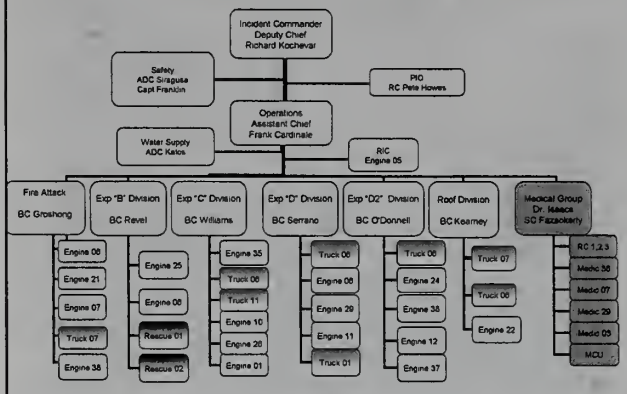


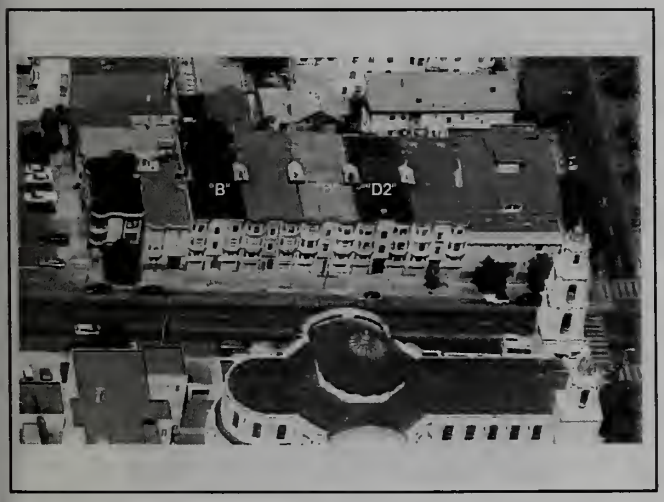
Incident Support Specialist Duties



- **Set up Command Post** ☑
- **Track Companies using T-Cards** ☑ (Accountability)
- **Set up Staging Area** ☑
  - Layout
  - Assignment of companies
  - Proper number of companies in reserve
- **Monitor Radio traffic** ☑
  - Between Communications Center and the IC on the Command Channel
  - Between the Divisions and the IC on the tactical channel

ICS ORGANIZATIONAL CHART

































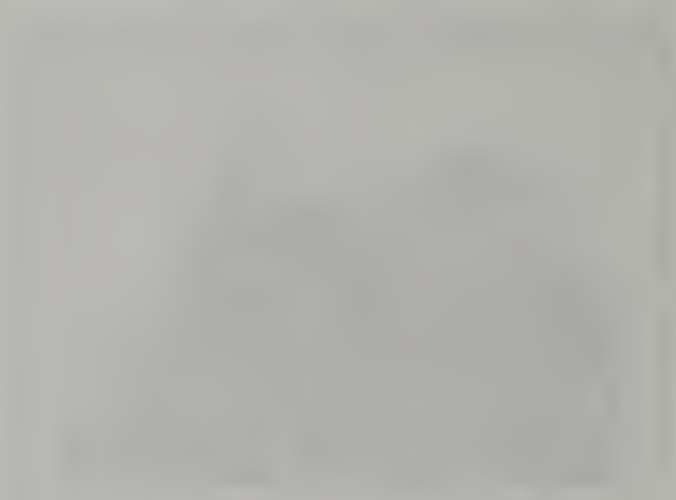
























OUTCOME

- One Firefighter injured (minor)
- 67 people temporarily sheltered
- 17 displaced
- 4 civilians rescued and transported to SFGH
- Great skill exhibited by all Officers and Firefighters, all to be commended for a job well done

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, August 25, 2005, - 3:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

SEP - 6 2005

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1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

105
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This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Nakajo moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 3:10 PM

2. There was no comment pertaining to the Closed Session.

3. The Commission reconvened in open session at 4:05 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. ADJOURNMENT

The Special Meeting was adjourned at 4:10 PM PM.

05-49

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, August 25, 2005 – 3:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

AUG 23 2005

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AGENDA

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department which, in accordance with Section 4001 of the Rules and Regulations, H20 Lieutenant Joseph King, Engine 20, had appealed the four-day suspension for the period November 18, 19 and 21, 22, 2004. Lieutenant King was suspended for violation of the Rules and Regulations as follows:

Section 2801 – Thorough Knowledge
Section 2802 – Enforcement of Rules, Regulations & Orders
Section 3905 – Unfamiliarity with Rules
Section 3954 – Exchange of Tours of Duty

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-47

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, August 25, 2005 – 3:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

SEP - 6 2005

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1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Also present: Marie Blits, Deputy City Attorney, Counsel to the Commission
Tania Bauer, Commission Secretary

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT** Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White, Chief of Department which, in accordance with Section 4001 of the Rules and Regulations, H20 Lieutenant Joseph King, Engine 20, had appealed the four-day suspension for the period November 18, 19 and 21, 22, 2004. Lieutenant King was suspended for violation of the Rules and Regulations as follows:

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-C

Section 2801 – Thorough Knowledge
Section 2802 – Enforcement of Rules, Regulations & Orders
Section 3905 – Unfamiliarity with Rules
Section 3954 – Exchange of Tours of Duty

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**
   There was no public comment. The commission went into closed session at 4:30 PM.

2. **Reconvene in Open Session**
   The commission reconvened in open session at 5:10 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

      Commissioner Makras moved and Commissioner Nakajo seconded to report on action taken in closed session.

      Commissioner Conroy reported that the Commission, by unanimous vote, adopted the Findings of Fact prepared by Counsel for the Department, with amendments and modifications made during the course of the meeting, and directed the Secretary to issue them.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Nakajo moved and Commissioner Lau seconded not to disclose any discussions during closed session. The motion was unanimously approved.

3. **ADJOURNMENT**

The meeting was adjourned at 5:15 PM.

CITY AND COUNTY OF SAN FRANCISCO

FIRE COMMISSION

IN RE Joseph King

FINDINGS OF FACT

The following Findings of Fact are issued in support of the Commission's previously announced decision on the appeal of Lieutenant Joseph King from a suspension that was ordered by Chief of Department Joanne Hayes-White on November 2, 2004.

Lieutenant King was suspended for four days by Chief Hayes-White for violation of the following Department Rules: Section 2801 "Thorough Knowledge,"[1] Section 2802 "Enforcement of Rules, Regulations & Orders,"[2] Section 3905, "Unfamiliarity with Rules,"[3] and Section 3954 "Exchange of Tours of Duty."[4] The Order of Suspension stated: "You lacked any attention to recording the trades in the company journal and did not enforce the trade rule. You exceeded your authority as an officer allowing a firefighter to exceed the trade limit without permission of the Chief of Department." The trade rule is part of the Department's Policies and Procedures Guide, at Section 19.7.[5] The Station Policy manual also contains provisions on trades.[6] The violations concerned Lt. King's oversight of shift trades by Firefighter Lester Lesavoy during a time period when Firefighter Lesavoy was assigned to work at Station 20 under the direct supervision of Lt. King. Lieutenant King appealed this suspension to the Fire Commission.

On April 6, 2005, Fire Commission Member Stephen A. Nakajo sat as the designated Hearing Officer to conduct an evidentiary hearing on Lieutenant King's appeal from suspension. Lieutenant King was represented by attorneys William C. McNeill, III of the Legal Aid Society Employment Law Center, and Michael Harris of the Lawyers' Committee for Civil Rights of the San Francisco Bay Area. Chief Hayes-White and the Department were represented by Deputy City Attorney Lisa B. Berkowitz. Sworn testimony and documentary evidence were received from both parties, witnesses were cross-examined, and arguments presented.

On June 22, 2005, the Commission considered the record of the April 6th hearing, deliberated, and reached its decision on the appeal. Upon considering the evidence and written and oral arguments presented by Lieutenant King and the Department, and applicable law and regulations, the Commission by unanimous vote found that Inspector Darmanin was in violation of Sections 2801, 2802, 3905, and 3954, and the Commission sustained the four days of suspension. The Commission therefore denied Lieutenant King's appeal.

In support of its decision, the Commission makes the following Findings of Fact. These Findings of Fact are based upon the Commission's consideration of all relevant evidence in the record. References to specific exhibits or testimony or parts thereof do not mean that the Commission did not consider or weigh consistent or contradictory exhibits or testimony or parts thereof not referenced herein, or other relevant evidence submitted by the parties. If any of these findings include conclusions of law, the Commission adopts those conclusions of law; if any of the conclusions of law include factual findings, the Commission makes those findings.

The Commission finds that:

1. Lt. King admitted at the hearing, as well as during the investigation of this incident, that he allowed Firefighter Lester Lesavoy to exceed the trade rule. In his June 12, 2004 memorandum to Division Chief Arthur Kenney, Lt. King stated: "I agreed to allow FF Lesavoy to exceed the trade rule."

2. The first sentence of Lt. King's follow-up memorandum dated July 3, 2004, states: "I authorized Firefighter Lesavoy to exceed the trade rule."

3. Lt. King did not have the proper documentation or approval for allowing Firefighter Lesavoy to exceed the trade rule.

4. Captain Castellanos testified that Lt. King said he did not require trade forms, and said all he cared about was a body showing up. The Commission found this testimony credible.

5. Lt. King admitted that he did not ask to see any trade forms, and that he was only concerned that someone showed up at 7:00 a.m. to work the shift.

6. Lt. King admitted that he did not ever ask Firefighter Lesavoy to write a memo to the Chief, pursuant to Section 19.7 of the SFFD Policies and Procedures Guide, requesting permission to exceed the trade rule.

7. The time records show that Firefighter Lesavoy traded 25 times from January 23, 2004 through May 1, 2004.

8. Firefighter Lesavoy did not work even one day at Station 20 from the time he called Lt. King on or about January 23, 2004 and requested to exceed the trade rule, until at least March 12, 2004 (when Capt. Castellanos returned back to work at Station 20 from extended leave).

9. Lt. King admitted that he did not sign any trade forms for Firefighter Lesavoy prior to April 22, 2004.

10. Lt. King testified that on March 15, 2004 he recorded Firefighter Lesavoy as "present" in the station journal, when Firefighter Lesavoy was not actually there. Firefighter Jason Woo worked standby for Firefighter Lesavoy that morning, and continued to work for Lesavoy for the rest of the day after Lesavoy called in and asked him to do so. Lt. King admitted that he realized his error later that day, but neglected to change the entry in the journal to show that Firefighter Woo was present and Firefighter Lesavoy was not.

11. It is important that the station journal reflect the member who is actually working, for the safety of that firefighter should he or she be called to the scene of a fire, and for the effective operation of the Department.

The above Findings were approved by unanimous vote of the Commission at its meeting on August 25, 2005 (Aye: Conroy, Nakajo, Lau, Makras).

Dated: August 25, 2005

By: Tania Bauer, Commission Secretary

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[1] Department Rules & Regulations, Article 28 "All Officers," Section 2801: "Thorough Knowledge. It shall be the duty of all officers and bureau heads to acquire a thorough knowledge of the policies and practices of the Department which are applicable to their positions in order to administer their responsibilities efficiently."

[2] Department Rules & Regulations, Article 28 "All Officers," Section 2802: "Enforcement of Rules, Regulations, & Orders. They shall be held responsible for the enforcement of the rules, regulations and orders of the Department. They shall promptly report all violations to their superiors and shall take immediate action to correct any negligence or abuse."

[3] Department Rules & Regulations, Article 39 "General Rules, "Section 3905: "Unfamiliarity With Rules. Members shall become thoroughly familiar with and observe all rules, regulations, orders, practices and procedures of the Department."

[4] Department Rules & Regulations, Article 39 "General Rules, "Section 3954: "Exchanges of Tours of Duty. Members may be granted the privilege of exchanging tours-of-duty with officers or members of equal grade or responsibility assigned to other tours or to services requiring continuous operation.

The procedures necessarily required to limit, control, delegate approval or disapproval for, and record such exchanges of tours-of-duty, will be as directed by the Chief of Department and contained in the Procedure Guide. Chief Officers and company officers shall be held strictly and personally responsible for proper application of the procedures authorized to supplement this rule."

[5] Department Policies and Procedures Guide, Section 19.7: "Exchanges of Tours of Duty (Trades)."

"*Request for Exchanges of Tours-of-Duty*. All requests for exchanges of tours-of-duty shall be received, recorded, approved or disapproved by the requesting officer's or member's immediate superior. Captains shall have authority to restrict or deny trades of watches to members of their companies. Chief Officers shall also have authority to restrict or deny trades to officers or members within their Divisions or Battalions.

All exchanges of tours-of-duty will be considered as requests by the officer or member who will be absent from his or her regular tour-of-duty.

Documentation. All exchanges of tours-of-duty granted officers or members shall be supported by Exchange of Watch Agreements (Form 3959.1) completed and approved as required. Officer's or member's immediate superior shall record all approved trades in appropriate journals. Chief Officers, who have been granted trades, shall notify the Personnel Center.

Limitation. No officers or members shall be absent from their regular tours-of-duty more than twice per pay period. Provided further, that twice annually, the approving superior may permit the four permissible exchanges within two consecutive pay periods to be grouped according to the requester's needs.

Excessive Trades. Requests for exchanges of tours-of-duty in excess of the above limitation shall be submitted, in writing, to the Chief of Department for approval. The Chief of Department may grant permission for officers and members to exceed the trade limitation for the following reasons:

- In cases of off-duty injury or illness to an officer or member, or in cases of family emergencies (illness, etc.) where an individual may need an excessive number of trades.
- For personal reasons such as extended travel, school attendance for career enhancement, etc."

[6] Station Policy manual, page 6: "Trades and Standbys. All exchanges of watches shall be in accordance with Department Rules and Regulations. The trade contract shall be completed and approved by a Company Officer prior to the subject trade. The approval shall be recorded in the Company Journal or other appropriate Department Journal.

. . . .

All trades, T.C.'s and standby's shall be noted in the Company Journal on the day such trades, T.C.'s and/or standbys are worked. . . . ."

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Wednesday, August 25 , 2005 – 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

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AUG 23 2005

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AGENDA

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White which, in accordance with Section 4001 of the Rules and Regulations, H4 Inspector John Darmanin, Bureau of Fire Prevention, had appealed the four-day suspension for the period January 25, 26, 27 and 28, 2005. Inspector Darmanin was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-48

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Wednesday, August 25 , 2005 – 4:30 PM
698 Second Street, Room 221, San Francisco, CA 94107

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1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

Also present: Marie Blits, Deputy City Attorney, Counsel to the Commission
Tania Bauer, Commission Secretary

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT** Commission Deliberations and possible approval of Findings of Fact in a case concerning a suspension by Joanne Hayes-White which, in accordance with Section 4001 of the Rules and Regulations, H4 Inspector John Darmanin, Bureau of Fire Prevention, had appealed the four-day suspension for the period January 25, 26, 27 and 28, 2005. Inspector Darmanin was suspended for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to Welfare of Department

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**
There was no public comment on the closed session. The Commission went into closed session at 5:20 PM.

2. **Reconvene in Open Session**
The Commission reconvened in open session at 5:45 PM.

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

   Commissioner Lau moved and Commissioner Makras seconded to report on action taken in closed session.

   Commissioner Conroy reported that the Commission, by unanimous vote, adopted the Findings of Fact prepared by Counsel for the Department, with some modifications made during the course of the meeting, and directed the

Secretary to issue them.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Makras moved and Commissioner Nakajo seconded not to disclose any discussions during closed session. The motion was unanimously approved.

3. ADJOURNMENT

The Special Meeting was adjourned at 5:50 PM.

CITY AND COUNTY OF SAN FRANCISCO

FIRE COMMISSION

IN RE John Darmanin	**FINDINGS OF FACTS**

The following Findings of Fact are issued in support of the Commission's previously announced decision on the appeal of Inspector John Darmanin from a suspension that was ordered by Chief of Department Joanne Hayes-White on January 5, 2005.

Inspector Darmanin was suspended for four days by Chief Hayes-White for violation of the following Rules: Section 3915 "Proper Behavior,"[1] Section 3919 "Unacceptable Language,"[2] and Section 3922 "Acts Detrimental to the Welfare of the Department."[3] The Order of Suspension stated: "You engaged in inappropriate behavior on several occasions during your treatments at Catholic Healthcare West (CHW)." Inspector Darmanin appealed this suspension to the Fire Commission.

On April 14, 2005, Fire Commission Member Stephen A. Nakajo sat as the designated Hearing Officer to conduct an evidentiary hearing on Inspector Darmanin's appeal from suspension. Inspector Darmanin was represented by attorney Daniel M. Siegel of Siegel & Yee. Chief Hayes-White and the Department were represented by Deputy City Attorney Gina M. Roccanova. Sworn testimony and documentary evidence were received from both parties, witnesses were cross-examined, and arguments presented.

On June 22, 2005, the Commission considered the record of the April 14th hearing, deliberated, and reached its decision on the appeal. Upon considering the evidence and written and oral arguments presented by Inspector Darmanin and the Department, and applicable law and regulations, the Commission by unanimous vote found that Inspector Darmanin was in violation of Sections 3915, 3919, and 3922, and the Commission sustained the four days of suspension. The Commission therefore denied Inspector Darmanin's appeal.

In support of its decision, the Commission makes the following Findings of Fact. These Findings of Fact are based upon the Commission's consideration of all relevant evidence in the record. References to specific exhibits or testimony or parts thereof do not mean that the Commission did not consider or weigh consistent or contradictory exhibits or testimony or parts thereof not referenced herein, or other relevant evidence submitted by the parties. If any of these findings include conclusions of law, the Commission adopts those conclusions of law; if any of the conclusions of law include factual findings, the Commission makes those findings.

The Commission finds that:

1. On August 29, 2003, Inspector John Darmanin made a claim for an industrial injury to his ankle and knee.

2. In connection with his claim, Inspector Darmanin sought treatment at the Catholic Healthcare West Clinic at SBC Park. He was treated there over the course of approximately one month.

3. Although Inspector Darmanin was polite to clinic staff on his first couple of visits, his demeanor grow increasingly rude and abrupt thereafter.

4. Inspector Darmanin's behavior during his clinic visits was so intimidating that the two female medical assistants at the clinic were afraid to bring him into the treatment rooms.

5. Inspector Darmanin's behavior was so threatening that one of the clinic's doctors – Dr. Lisa Zacarowitz – felt it necessary to have pepper spray with her when she was alone in a treatment room with him. She later refused to treat him.

6. Inspector Darmanin made frequent telephone calls to the clinic asking to be taken off work. During those calls, Inspector Darmanin raised his voice and was intimidating and aggressive on the telephone.

7. On three or four occasions, the clinic staff became so frustrated with Inspector Darmanin's lengthy and loud telephone discussions that they referred the calls to the office supervisor.

8. On September 23, 2003, Inspector Darmanin appeared at the SBC Clinic for an appointment with Dr. Brad Moy, a specialist in internal medicine who was treating Inspector Darmanin for his injury.

9. When he arrived at the clinic, a member of the staff brought Inspector Darmanin to a treatment room. Dr. Moy examined and spoke with Inspector Darmanin in that room with the door closed.

10. During the examination, Dr. Moy informed Inspector Darmanin that he would recommend work restrictions, but that he would not take him off work completely. At that point, Inspector Darmanin became angry, raised his voice, and said, "This is fucking ridiculous." He also used other vulgar and intimidating language.

11. Inspector Darmanin's voice was loud enough to be heard by the front desk staff from behind the closed door of the examination room, and by a patient in the next examination room. The patient in the next examination room expressed concern for Dr. Moy because she had heard Inspector Darmanin screaming and yelling.

12. The SBC Clinic staff could not recall another instance in which a patient had been audible from behind the closed door of the examination room

13. SBC Clinic staff felt threatened by Inspector Darmanin's behavior.

14. Inspector Darmanin's belligerent and abusive behavior was such that Dr. Moy complained to the Fire Department about him and would not wish to treat him again.

The above Findings were approved by unanimous vote of the Commission at its meeting on August 25, 2005 (Aye: Conroy, Nakajo, Lau, Makras).

Dated: August 25, 2005

By: Tania Bauer, Commission Secretary

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[1] Department Rules & Regulations, Section 3915: "Proper Behavior. Members shall conduct themselves in a courteous manner and refrain from boisterous conduct."

[2] Department Rules & Regulations, Section 3919: "Unacceptable Language. Members shall refrain from the use of slurs, obscene, profane or disrespectful language."

[3] Department Rules & Regulations, Section 3922: "Acts Detrimental to Welfare of Department. No member of the Department shall at any time be guilty of an act or omission which impedes, injures or hinders the progress, welfare, efficiency, or good name of the Department; and the commission of any act involving moral turpitude, dishonesty, corruption or an offense punishable by law by a member of the Department, whether the same be committed in the course of relations as a member of the Department or otherwise, and whether the same shall constitute a felony or misdemeanor or not, shall constitute a violation of the rules of the Department; and in the event that such act shall constitute a felony or misdemeanor, conviction thereof in a criminal proceeding shall not be a condition precedent to such disciplinary action as the Commission may deem necessary."

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-50

FIRE COMMISSION REGULAR MEETING
Thursday – August 25, 2005 – 6:00 p.m.
698 Second Street, Room 102

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1
12/5/05

AGENDA

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AUG 23 2005
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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of August 11, 2005, Special Hearing of July 28, 2005 (4:00 p.m.) and Special Meeting of July 28, 2005 (4:30 p.m.).

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 30 through August 12, 2005.

Appointment
Reporting the following PERMANENT EXEMPT appointment effective *JULY 13, 2005:*

0114 Board/Commission Member

Victor G. Makras (vice: Douglas Goldman, resigned)

Suspensions
Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 29	2	06-19-05 thru 06-20-05	Sec. 3926 (Tardiness & Failure to Report)
1 H2 Firefighter	Medic 41	6	08-24-05 08-25-05 08-27-05 08-28-05 08-31-05 09-01-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3907 (Unauthorized Use of Authority of Uniform) Sec. 3922 (Acts Detrimental to Welfare of Department)

Leaves
Reporting leaves of absence with pay for the time period from February 2005 through February 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	0931 Chief Financial Officer	60
1	6281 Fire Safety Inspector	60
1	7388 Utility Plumber	65
40	H2 Firefighter	1063
11	H3 Firefighter/Paramedic	250
3	H20 Lieutenant	81
1	H30 Captain	10
1	H33 Rescue Captain	16
1	H50 Assistant Chief	54
	Total Number of Days with Pay	1659

Reporting intermittent leaves with pay for the time period from April 2005 through September 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jun 22,2005 – Jun 22,2006
1	H2 Firefighter	July 1, 2005 – July 1, 2006
1	H2 Firefighter	June 1, 2005– May 31, 2006
1	H2 Firefighter	Aug 15, 2005– Aug 15, 2006
1	H2 Firefighter	Aug 2, 2005 – July 1, 2006
1	H2 Firefighter	July 1, 2005 – July 1, 2006
1	H2 Firefighter	Sept 22, 2005–July 15, 2006

1	H2 Firefighter	July 1, 2005 – June 19, 2006
1	H2 Firefighter	Sept 21, 2005–Sept 21,2006
1	H2 Firefighter	July 8, 2005 – July 7, 2006
1	H2 Firefighter	July 1, 2005 – June 30, 2006
1	H2 Firefighter	July 20,2005 – July 19, 2006
1	H2 Firefighter	July 15, 2005– July 14, 2006
1	H2 Firefighter	July 11, 2005 – Nov 9, 2005
1	H2 Firefighter	July 25, 2005– July 24, 2006
1	H2 Firefighter	July 11, 2005 – Nov 9, 2005
1	H2 Firefighter	June 6, 2005 – June 6, 2006
1	H2 Firefighter	Aug 4, 2005 – Aug 4, 2006
1	H2 Firefighter	Aug 16, 2005– Aug 16, 2006
1	H2 Firefighter	Aug 27, 2005– Aug 26, 2006
1	H2 Firefighter	Oct 25, 2005 – May 18, 2006
1	H2 Firefighter	Aug 15, 2005 – Oct 21, 2005
1	H2 Firefighter	Aug 7, 2005 – Aug 6, 2006
1	H2 Firefighter	Aug 13, 2005– May 11, 2006
1	H3 Firefighter/Paramedic	Apr 26, 2005 – Apr 25, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – May 13, 2006
1	H3 Firefighter/Paramedic	July 12,2005 –Sept 13, 2005
1	H3 Firefighter/Paramedic	July 22,2005 –July 21, 2006
1	H3 Firefighter/Paramedic	Sept 14,2005– Sept 13,2006
1	H3 Firefighter/Paramedic	Aug 1,2005– July 1, 2006
1	H20 Lieutenant	July 18, 2005– July 17, 2006
1	H40 Battalion Chief	July 1, 2005 – June 30, 2006

Reporting leaves of absence without pay for the time period from May 2005 through April 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
4	H2 Firefighter	135
1	H3 Firefighter/Paramedic	108
	Total number of Days w/o Pay	215

4B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 18	04–5–201	6/23/2005	595	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and stopping at a red traffic signal, Eng 18 was struck by a civilian vehicle that did not yield

Division 3	04–5–202	6/23/2005	378	B	Bill

Cause: Struck by vehicle - While travelling on Third Street, Div 3 was struck by a vehicle that made a left turn in front of Div 3

Medic 14	04–5–203	6/23/2005	0	A	File

Cause: Driver inattention - While backing into quarters, Medic 14 struck tiller door of Trk 14; no spotters were posted

Engine 42	04–5–204	6/26/2005	513	A	File

Cause: Driving skill deficiency - While backing up at SFGH ambulance bay, Eng 42 struck a sheriff's parked car; spotters were not in line of sight of driver

Truck 9	04–5–205	6/27/2005	618	A	File

Cause: Tiller skill deficiency - While pulling out from a parking spot, tiller overturned wheel striking metal pole

BFP	04–5–206	6/29/2005	302	B	Bill

Cause: Struck by vehicle - While travelling with the flow of traffic, BFP vehicle was struck by a taxi making an illegal U-turn

DOT	04–5–207	6/30/2005	0	A	File

Cause: Driver inattention - Driver failed to properly secure vehicle from rolling into department vehicle

Truck 17	04–5–208	6/30/2005	631	A	File

Cause: Driver and tiller skill deficiency - While assisting police at an incident, Trk 17 unnecessarily attempted to drive through a narrow space caused by a double parked police car

Medic 8	05–6–002	7/6/2005	740	B	File

Cause: Struck by vehicle - While parked at Central Shops for repairs, Medic 8 was struck by another vehicle

Medic 18	05–6–003	7/9/2005	756	B	File

Cause: Damage to Medic 18 was discovered during morning vehicle check; cause of the damage could not be determined

Medic 3	05–6–004	7/10/2005	735	A	File

Cause: Driver inattention to responsibilities/use of spotters - While attempting to reposition at an incident, Medic 3 backed into a taxi cab; spotters were not used

Medic 17	05–6–005	7/13/2005	743	B	File

Cause: Struck by vehicle - While parked at an incident, Medic 17 was struck by a vehicle that fled the scene

EMS RC 4	05–6–006	7/14/2005	919	B	Bill

Cause: Struck by vehicle - While parked, with driver in the vehicle, RC 4 was struck by civilian vehicle backing into parking spot

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 5, 2005 through August 18, 2005:

No Communications

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

5A. Certificate of Commendation *[Discussion]*

San Francisco Youth Fishing Program

Retired Battalion Chief Joseph Carlomagno, Mr. William Lock, Wells Fargo

5B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues and updates on Divisions within the Department.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on continuing discussion of the FY 2005-06 Budget.

5C. Random On-Duty Alcohol and Drug Testing Presentation *[Discussion]*

Joanne Hayes-White, Chief of Department
Gary P. Massetani, Deputy Chief of Administration

5D. Formal Complaint ***[Discussion]***

Submitting formal complaint against Firefighter/Paramedic Erik Brown, dated August 5, 2005, for violation of the Rules and Regulations as follows:

Section 3920 – Violence
Section 3921 – Inaptitude for Duty/Incompetence
Section 3923 – Disobedience
Section 3956 – Safety Rules
G.O. 99 A-55 – Infection Control Policy for Bloodborne Pathogens

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-50

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 25, 2005 – 6:00 p.m.
698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

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President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras (Excused at 8:00 p.m.)

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

James A. Barden	Division 2

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of August 11, 2005, and Special Meetings of July 28, 2005 (4:00 p.m. and 4:30 p.m.).

Commissioner Lau moved and Commissioner Nakajo seconded. There were no questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

4A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, July 30 through August 12, 2005.

Appointment
Reporting the following PERMANENT EXEMPT appointment effective *JULY 13, 2005:*

0114 Board/Commission Member

Victor G. Makras (vice: Douglas Goldman, resigned)

Suspensions
Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 29	2	06-19-05 thru 06-20-05	Sec. 3926 (Tardiness & Failure to Report)
1 H2 Firefighter	Medic 41	6	08-24-05 08-25-05 08-27-05 08-28-05 08-31-05 09-01-05	Sec. 3905 (Unfamiliarity with Rules) Sec. 3907 (Unauthorized Use of Authority of Uniform) Sec. 3922 (Acts Detrimental to Welfare of Department)

Leaves
Reporting leaves of absence with pay for the time period from February 2005 through February 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	0931 Chief Financial Officer	60
1	6281 Fire Safety Inspector	60
1	7388 Utility Plumber	65
40	H2 Firefighter	1063
11	H3 Firefighter/Paramedic	250
3	H20 Lieutenant	81
1	H30 Captain	10
1	H33 Rescue Captain	16
1	H50 Assistant Chief	54
	Total Number of Days with Pay	1659

Reporting intermittent leaves with pay for the time period from April 2005 through September 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Jun 22,2005 – Jun 22,2006
1	H2 Firefighter	July 1, 2005 – July 1, 2006
1	H2 Firefighter	June 1, 2005– May 31, 2006
1	H2 Firefighter	Aug 15, 2005– Aug 15, 2006
1	H2 Firefighter	Aug 2, 2005 – July 1, 2006
1	H2 Firefighter	July 1, 2005 – July 1, 2006
1	H2 Firefighter	Sept 22, 2005–July 15, 2006
1	H2 Firefighter	July 1, 2005 – June 19, 2006
1	H2 Firefighter	Sept 21, 2005–Sept 21,2006
1	H2 Firefighter	July 8, 2005 – July 7, 2006
1	H2 Firefighter	July 1, 2005 – June 30, 2006
1	H2 Firefighter	July 20,2005 – July 19, 2006
1	H2 Firefighter	July 15, 2005– July 14, 2006
1	H2 Firefighter	July 11, 2005 – Nov 9, 2005
1	H2 Firefighter	July 25, 2005– July 24, 2006
1	H2 Firefighter	July 11, 2005 – Nov 9, 2005
1	H2 Firefighter	June 6, 2005 – June 6, 2006
1	H2 Firefighter	Aug 4, 2005 – Aug 4, 2006
1	H2 Firefighter	Aug 16, 2005– Aug 16, 2006
1	H2 Firefighter	Aug 27, 2005– Aug 26, 2006
1	H2 Firefighter	Oct 25, 2005 – May 18, 2006
1	H2 Firefighter	Aug 15, 2005 – Oct 21, 2005
1	H2 Firefighter	Aug 7, 2005 – Aug 6, 2006
1	H2 Firefighter	Aug 13, 2005– May 11, 2006
1	H3 Firefighter/Paramedic	Apr 26, 2005 – Apr 25, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – May 13, 2006
1	H3 Firefighter/Paramedic	July 12,2005 –Sept 13, 2005
1	H3 Firefighter/Paramedic	July 22,2005 –July 21, 2006
1	H3 Firefighter/Paramedic	Sept 14,2005– Sept 13,2006
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1	H20 Lieutenant	July 18, 2005– July 17, 2006
1	H40 Battalion Chief	July 1, 2005 – June 30, 2006

Reporting leaves of absence without pay for the time period from May 2005 through April 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
4	H2 Firefighter	135
1	H3 Firefighter/Paramedic	108
	Total number of Days w/o Pay	215

4B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 18	04–5–201	6/23/2005	595	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and stopping at a red traffic signal, Eng 18 was struck by a civilian vehicle that did not yield

Division 3	04–5–202	6/23/2005	378	B	Bill

Cause: Struck by vehicle - While travelling on Third Street, Div 3 was struck by a vehicle that made a left turn in front of Div 3

Medic 14	04–5–203	6/23/2005	0	A	File

Cause: Driver inattention - While backing into quarters, Medic 14 struck tiller door of Trk 14; no spotters were posted

Engine 42	04–5–204	6/26/2005	513	A	File

Cause: Driving skill deficiency - While backing up at SFGH ambulance bay, Eng 42 struck a sheriff's parked car; spotters were not in line of sight of driver

Truck 9	04–5–205	6/27/2005	618	A	File

Cause: Tiller skill deficiency - While pulling out from a parking spot, tiller overturned wheel striking metal pole

BFP	04–5–206	6/29/2005	302	B	Bill

Cause: Struck by vehicle - While travelling with the flow of traffic, BFP vehicle was struck by a taxi making an illegal U-turn

DOT	04–5–207	6/30/2005	0	A	File

Cause: Driver inattention - Driver failed to properly secure vehicle from rolling into department vehicle

Truck 17	04–5–208	6/30/2005	631	A	File

Cause: Driver and tiller skill deficiency - While assisting police at an incident, Trk 17 unnecessarily attempted to drive through a narrow space caused by a double parked police car

Medic 8	05–6–002	7/6/2005	740	B	File

Cause: Struck by vehicle - While parked at Central Shops for repairs, Medic 8 was struck by another vehicle

Medic 18	05–6–003	7/9/2005	756	B	File

Cause: Damage to Medic 18 was discovered during morning vehicle check; cause of the damage could not be determined

Medic 3	05–6–004	7/10/2005	735	A	File
Cause:	Driver inattention to responsibilities/use of spotters - While attempting to reposition at an incident, Medic 3 backed into a taxi cab; spotters were not used				
Medic 17	05–6–005	7/13/2005	743	B	File
Cause:	Struck by vehicle - While parked at an incident, Medic 17 was struck by a vehicle that fled the scene				
EMS RC 4	05–6–006	7/14/2005	919	B	Bill
Cause:	Struck by vehicle - While parked, with driver in the vehicle, RC 4 was struck by civilian vehicle backing into parking spot				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 5, 2005 through August 18, 2005:

No Communications

Commissioner Clarke moved and Commissioner Makras seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

5. REGULAR CALENDAR – NEW BUSINESS

5A. Certificate of Commendation *[Discussion]*

San Francisco Youth Fishing Program

Joanne Hayes-White, Chief of Department, wished to acknowledge William Lock, Wells Fargo, and Joseph Carlomagno, retired Battalion Chief, for their service to the community. She briefly reviewed Chief Carlomango's career in the Department, and noted that even though retired he continues to represent the Department in the Youth Fishing program. Mr. Lock works for Wells Fargo, which has generously assisted with funding that provides the opportunity for children in the community to go fishing.

Chief Hayes-White thanked the following for their support of the program: Firefighter Joseph Hallisy, Firefighter Ken Smith, Battalion Chief Robert Serrano, and photographer Michael Mustacchi. She also acknowledged Roger Bross, retired firefighter, who continues to assist the Department with oversight over the FLAME program, which allows for youth in the community to

participate in sports, for including the Youth Fishing program under the FLAME umbrella. Chief Carlomagno provided a short history of the program and described a typical fishing outing.

Commissioners acknowledged both programs and commended the Department for its community-based involvement. Commissioner Conroy thanked all members for their generous donation of time.

5B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the current budget and FY 2005-06 Budget, updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Chief Hayes-White reported on her recent attendance at the International Association of Fire Chief's Fire Rescue International Conference. She specifically attended to participate as a committee member on the subcommittee on Homeland Security and Terrorism. The recommendations of the Committee will be forwarded to the Department of Homeland Security and emphasize the need for the voice of the Fire Service to be heard in Washington.

Chief Hayes-White informed the Commission that the incident at Kearny and Post on August 19th had been an explosion caused by a transformer within a PG&E electrical vault. There were no secondary devices. Federal agencies assisted on scene with assessing additional hazards and whether it was an act of terrorism. An innocent bystander received extensive injuries from the explosion and remains in the St. Francis burn center. Mayor Newsom was at the scene for many hours and was concerned about the PG&E equipment failure. The Department had responded to two significant fires in substations over the past 18 months and to 15 vaults for various fires. She has selected Assistant Chief James Barden to work with PG&E's safety committee to make recommendations regarding substation fires.

Chief Hayes-White reported that: (1) the Department is investigating the circumstances surrounding the stolen Rescue Captain vehicle and will review policies which concern this event; (2) the ski jump event was postponed due to significant unresolved concerns that various participating city departments had indicated; (3) due to delayed hiring for the EMS Reconfiguration, a new class of 24 H2 Firefighter recruits will start later in September; and (4) 25 to 30 members attended special operations training in West Virginia, which has facility that simulates an underground train station.

Chief Hayes-White apprised the Commission on the Department's compliance with State mandated sexual harassment training for all supervisors, uniformed and non-uniformed. She noted that 90% of permanent officer, starting with H20 Lieutenants, have participated and completed the training. A number of LWLP (Like Work Like Pay) officers still need to be trained. She stated that it had been four years since the entire Department had participated in a sexual harassment training module. The Department plans to provide this training to the rank and file by the end of FY 2005-06 by utilizing the Battalion-based training program. Chief Hayes-White plans to provide regular reports to the Commission on the status of the training.

Furthermore, another Battalion-based training module that is under development deals with alcohol and substance abuse awareness and education, and will be applicable to all members of the Department. The module should be completed by the end of this fiscal year.

Chief Hayes-White declared that one of the Department's priorities is to have a healthy, safe and well workforce. To this end, the Department wishes to have a health and wellness program but development had been stalled due to funding issues. Part of the program would be the

random drug testing provision as well as HealthCheck. The Department plans to make a presentation to the Commission on October 27th, in advance of the next budget cycle, primarily conceptual in nature, on health and wellness and how this program could be developed in conjunction with San Francisco Firefighters Local 798.

The Commission was in full agreement on the importance of prompt training of the workforce in sexual harassment and wished to receive reports on a periodic basis on the progress of the training prior to the end of the fiscal year.

Item 5C. was taken out of sequence.

5C. Random On-Duty Alcohol and Drug Testing Presentation *[Discussion]*

Chief Hayes-White provided some background information on the draft policy and noted that it was a collaborative effort between the Department and Local 798, both its members and its executive board, since every one agreed that the program would be of benefit. She acknowledged the work of Deputy Chief Massetani, Captain Anthony Robinson, Investigative Services Bureau, and the Executive Board of Local 798, specifically Retired Battalion Chief Joe Moriarty, Vice President, Local 798, present at the meeting and thanked Amy Hart, M.D., and Nicholas Lemos, M.D., of the Medical Examiner's Office for their expertise.

Chief Hayes-White outlined the premise of the program. She stated that employees are encouraged to seek professional assistance voluntarily before substance use or dependence affects their job performance. The Department will advise all participants in the collection, testing and reporting process to protect employee privacy and to maintain confidentiality of all drug and alcohol results. Chief Hayes-White stated that the Department will be the first Metropolitan Fire Department in California to adopt a random on-duty drug and alcohol testing program, and that there is already interest in San Francisco's program within the fire service nationwide.

Chief Hayes-White reviewed the procedure: (1) the goal is to annually test 20% of the workforce (approximately 400); (2) testing will be conducted throughout the year, 24/7; (3) an independent third party contractor will select employees for random testing; (4) two ways of collecting specimens have been selected – a breathalyzer to detect the presence of alcohol and OralStat to collect oral fluid/saliva for drug testing; (5) screening results will be available quickly and members would know immediately if they are below the screening level; (6) tests will be administered by a fully trained individual (designated collector) within the Department, with two to three backup personnel; (7) the Department will use the US Department of Transportation standard of .04, with above or at .04 constituting a positive test; (8) the Department intends to test for the following substances, in addition to alcohol: (a) amphetamine and derivatives, (b) Cocaine and Benzoylecgonine, (c) Methamphetamine, Ecstasy and derivatives, (d) Opiates, (e) Benzodiazepines, and (f) Marijuana; (9) confirmatory testing will occur if an employee has tested positive in the initial testing in the initial testing; and (10) an employee may request to take specimen to a laboratory, which has been approved by the Department, to obtain an additional opinion. The program is designed to ensure that members are selected at random. The time of day that a member is notified will be random, and can occur at any hour of the day or evening.

Furthermore, the Department's goal is to implement the policy no later than by the end of September of this year. Chief Hayes-White noted that an email was sent to members in the field indicating that tentative agreement with Local 798 had been reached on this policy. The Department will soon be issuing a General Order announcing the adoption and implementation of this policy.

Chief Hayes-White asked the representative from OralStat to provide background information about the product. Discussion ensued on the procedure used to collect specimens. Further discussion ensued, when Dr. Hart responded to questions regarding impairment levels and explained screening levels.

Commissioner Makras had a few observations and suggestions: (1) members should be encouraged to seek assistance and to allow the transfer of co-workers' sick or vacation time should they need time off for a program and not have enough sick time; (2) full test results should be made available to the Commission when a member comes before them on substance abuse charges; (3) testing did not seem random if the Captain knows someone is coming to test a member; (4) testing eight members per week does not seem to meet the goals and objectives of the program, and he suggested two members per day; (5) filling out the form regarding what a member had eaten or what medications or dietary supplements had been taken should only be necessary if a member tests positive in order to make the process fast, simple and less intrusive; (6) two or three days is too long to wait for further results if a member initially tested positive; (7) if the second test disproves the initial positive test, every effort must be taken to make the member whole if there was a mistake; and (8) the process should be as transparent as possible with the intent of helping members and not catching them and, to this end, he suggested that members be given samples so that they can test themselves, gauge their own bodies and comply with the program.

Commissioner Lau hoped that if a member has a substance abuse problem that he or she is given a chance to rehabilitate. Chief Hayes-White responded that the Department would work with any member that comes forward prior to testing to utilize personal time off for rehabilitation and provide them with information on various assistance programs, including the Department's Stress Unit which has many years of experience dealing with alcohol and drug issues.

In the further discussion that ensued, the Commission strongly encouraged members with an alcohol or drug problem to seek assistance.

In closing, Commissioner Conroy commended Chief Hayes-White, Deputy Chief Massetani and Captain Robinson for the presentation and for the their work developing this testing process. He also commended Local 798 for working with the Administration to develop this program. He believed that the development of this random on-duty drug and alcohol testing program showed great confidence by the members who had voluntarily come forward to develop this process. Commissioner Conroy agreed with the Chief that this random testing program could be a model for the rest of the country.

PUBLIC COMMENT
Joe Moriarty, Vice President, San Francisco Firefighters Local 798, reiterated that it had been a truly collaborative effort to reach agreement on this policy. He believed it to be a good policy and agreed with Commissioner Conroy that the result of these tests will show that the membership is willing, able and ready to work at all times, and that the Department has a healthy workforce. Mr. Moriarty hoped that those members who have drug or alcohol problems will come forward before they are tested, get help, get healthy and come back to work.

5B. Chief of Department's Report *[Discussion]*
(Continued)

REPORT FROM ADMINISTRATION
Gary Massetani, Deputy Chief, Administration, presented the Commission with the final Budget for FY 2005-06. He highlighted the following: (1) the Department regained the 9th Battalion

Chief, a position that had previously been eliminated by the Board of Supervisors; and (2) the capital equipment budget included three Engines, one Truck, four Battalion Chief vehicles, four ambulances and five Fire Prevention vehicles.

Chief Massetani noted that retirements were at a high of 25 to 30 for the first month of FY 2005-06 but forecasts indicate that retirements will subside until January of 2006.

The Physician's Office reported that for the periods of July 30th and August 12th, 54 members are off on disability compared to 59 for the same period last year. Work-related injuries for the month of July stand at 25, with 16 of those resulting in lost time. He informed the Commission that a module in Battalion-based training is planned on body mechanics. A database is tracking when these injuries occur, that is, during Code 3 and Code 2 calls, and the Department hopes to review the data to minimize or decrease injuries.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5D. Formal Complaint *[Discussion]*

Submitted formal complaint against Firefighter/Paramedic Erik Brown, dated August 5, 2005, for violation of the Rules and Regulations as follows:

Section 3920 – Violence
Section 3921 – Inaptitude for Duty/Incompetence
Section 3923 – Disobedience
Section 3956 – Safety Rules
G.O. 99 A-55 – Infection Control Policy for Bloodborne Pathogens

President Conroy directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter/Paramedic Brown of the trial date as soon as one is set.

6. ADJOURNMENT

Prior to adjournment, Commissioner Nakajo thanked Retired Battalion Chief Moriarty for his dedication and his hard work that benefited the Department. He noted that over the years in all his interaction with Chief Moriarty, he had appreciated his fairness and steadfastness and he wished to formally express his gratitude. Commissioner Conroy also thanked Retired Chief Moriarty for his service.

Chief Hayes-White recounted that over the past year and a half, Retired Battalion Chief Moriarty had been going out as a Battalion Chief and had to handle some very difficult incidents, such as the young woman trapped under a Muni vehicle and a multi-casualty incident where three people lost their lives. She saw him deal with these incidents very professionally and very compassionately. Chief Hayes-White, also, wished to acknowledge Chief Moriarty for his service to the Department.

There being no further business to come before the Commission, the meeting was adjourned at 8:10 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, September 8, 2005, - 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

AGENDA

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SEP - 6 2005

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09-05-05 A10

1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-51a

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, September 8, 2005 - 4:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

DOCUMENTS DEPT.

SEP 20 2005

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1. **On Roll CALL, the following were present:**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

8/05
ecial

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Makras moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 5:05 PM

2. There was no public comment pertaining to the Closed Session.

3. The Commission was on a break from 6:15 PM until 8:20 PM while still in closed session
   The Commission reconvened in open session at 9:35 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. **ADJOURNMENT**

The Special Meeting was adjourned at 9:35 PM.

05-51a

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-51

FIRE COMMISSION REGULAR MEETING
Thursday – September 8, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.
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09-06-05 A10:28 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of August 25, 2005, Special Meetings of August 25, 2005 (3:00 p.m., 3:30 p.m., and 4:30 p.m.),and Special Meetings of August 11, 2005 (2:45 p.m. and 3:30 p.m.).

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during July and August, 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 13 through August 26, 2005.

Appointment
Reporting the following PROVISIONAL appointment effective *AUGUST 27, 2005:*

H30 Captain

Leslie W. Moy (vice: Stephen Freeman, retired)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Magnusen, Lonnie H.	H30 Captain	Service	Aug. 11, 2005
Orengo, Joe C.	H2 Firefighter	Service	Aug. 13, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of October 27, 2005)

Retirement - Correction
Amending Minutes of 04-14-05, Item 3.A, "Retirements," to reflect a change in the retirement date for Fire/Rescue Paramedic Lorrie Beth Slonsky from November 6, 2004, to July 9, 2004.

Suspensions
Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 15	2	09-19-05 09-20-05	Sec. 3905 (Unfamiliarity with Rules) GO 97 A-80 (Policy Vehicle Accident Prevention)
1 H2 Firefighter	Truck 18	2	06-28-05 06-29-05	Sec. 3926 (Tardiness & Failure to Report
1 H2 Firefighter	Engine 35	2	01-29-05 01-30-05	Sec. 3916 (Unauthorized Absence from Station) Sec. 3905 (Unfamiliarity with Rules)

4B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from August 19, 2005, through September 1, 2005:

1. From Michael Pederson, transmitting various suggestions from concerned neighbors regarding suggestions on how to deal with the excessive noise from emergency vehicle sirens in the Tenderloin corridor. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Donald Wellham, Kuttawa, KY, Fire Department,regarding an on-line auction to provide a headstone for a firefighter that had passed away. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through B)

5. REGULAR CALENDAR – NEW BUSINESS

5A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, updates on Divisions within the Department, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on operations and suppression related activities, including greater alarm fires, temporary brown-outs and training, and EMS related activities.

5B. Disciplinary Hearing Assignment *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*
Captain David Sullivan	05 – 8	Suspension Appeal

5C. Presentation – Bureau of Fire Investigation *[Discussion]*

Paul Chin, Assistant Deputy Chief, Fire Marshal

Presentation on the purpose, responsibilities and activities of the Bureau of Fire Investigation.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ıul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
ementine Clarke, *Commissioner*
eorge Lau, *Commissioner*
ctor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-51

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 8, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.
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Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras

Gary P. Massetani	Acting Chief of Department
Richard E. Kochevar	Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Staff:

Johnny R. Lo	Division 2
Audry Lee	Division 3

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director

2. PUBLIC COMMENT

Susan Bryan, resident of the Tenderloin corridor, asked that emergency vehicles using their air horns, especially at night when there is little traffic, refrain from using the air horn as much.

Michael Pedersen, resident of the Tenderloin corridor, stated that his neighbors have moved due to the excessive use of air horns and that his family charted the number of times the air horns sounded during the day in a one month period and it was over 235 times.

Erica Bryne, resident of the Tenderloin, referred to the Department's Mission Statement in relation to the excessive use of air horns and noted that the balance of things must be addressed and not just getting to an accident as fast as possible.

John Darmanin acknowledged that air horns and sirens are a vital part of responding to emergencies but suggested that instead of impeding an emergency vehicle the City should consider soundproofing windows and attics with insulation similar to what the Airport did when faced with a similar noise problem.

Larry Bradshaw, Chief Steward, Local 798, Paramedic Chapter, who attended a conference in New Orleans during Hurricane Katrina, recounted his and Lorrie Beth Slonsky's experience. They witnessed a complete breakdown of services associated with urban life, that is, the electrical grid, the water system, the transportation system, hospitals, the police Department and to a large extent Fire and EMS. Mr. Bradshaw and Ms. Slonsky considered themselves fortunate to be able to escape and wished to thank those who made it possible, among those were John Meade, Local 790 Chapter President and James Fazackerly, SFFD EMS Operations Chief, Frank Fraone, Division Chief, Menlo Park Fire Protection District, Urban Search and Rescue Team, and, especially, Tom O'Connor, Treasurer, Local 798, for his tireless efforts.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of August 25, 2005, Special Meetings of August 25, 2005 (3:00 p.m., 3:30 p.m., and 4:30 p.m.),and Special Meetings of August 11, 2005 (2:45 p.m. and 3:30 p.m.).

PUBLIC COMMENT

John Darmanin objected again that the minutes of various meetings are being approved as a single item since he wished to comment on each individual meeting. He pointed out that the word *Minutes* was missing in the title of two sets of minutes.

Commissioner Lau moved and Commissioner Makras seconded. There were no further questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through B were removed from the Consent Calendar.

4A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Division of Training
Submitting monthly report from Division of Training concerning activities performed during July and August, 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 13 through August 26, 2005.

Appointment
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Communications received from Retirement Board indicating the following members have retired:

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Suspensions
Reporting the following suspensions:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
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1 H2 Firefighter	Truck 18	2	06-28-05 06-29-05	Sec. 3926 (Tardiness & Failure to Report
1 H2 Firefighter	Engine 35	2	01-29-05 01-30-05	Sec. 3916 (Unauthorized Absence from Station) Sec. 3905 (Unfamiliarity with Rules)

PUBLIC COMMENT
John Darmanin objected to the Consent Calendar having various items approved by a single vote since he believed they were important enough to be discussed individually.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

4B. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from August 19, 2005, through September 1, 2005:

1. From Michael Pederson, transmitting various suggestions from concerned neighbors regarding suggestions on how to deal with the excessive noise from emergency vehicle sirens in the Tenderloin corridor. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Donald Wellham, Kuttawa, KY, Fire Department,regarding an on-line auction to provide a headstone for a firefighter that had passed away. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

PUBLIC COMMENT
John Darmanin again accused the Commission in being selective in the Communications that are listed. He especially objected to emails not being listed and considered as communications.

At this time, Commissioner Conroy asked Chief Kochevar to address the problem of excessive siren and air horn use in the Tenderloin corridor, which previous speakers during general public comment and through written communications had brought to the Commission's attention. He understood that the Chief and members of the Administration have already met with community members on this topic.

Chief Kochevar responded that the Administration is aware of the problem but so far does not see how the situation can be rectified since the Tenderloin corridor is the busiest portion of the City. In attempting to be a good neighbor, the Department plans to incorporate awareness of this situation by establishing protocols and training of personnel who would actually operate the air horn.

Commissioner Conroy thanked members of the community for coming before the Commission and assured them that the matter warranted serious consideration. He asked for a follow-up report from the Department and hoped that the excessive noise problem could be ameliorated.

Commissioner Nakajo moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

5. REGULAR CALENDAR – NEW BUSINESS

5A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, updates on Divisions within the Department, activities and upcoming events.

Gary Massetani, Acting Chief of Department, reported that San Francisco Firefighters Local 798 and the Department are very close to reaching accord on the On-duty Random Drug Testing Policy. The Department plans to implement the policy starting September 26, 2005.

Module 6, Burn and Smoke Inhalation Injuries and Multi-casualty Incidents, of battalion-based training had been completed. Furthermore, Chief Hayes-White had announced that on September 19, 2005, the 111th Class, consisting of 24 recruits, will start at the Fire Academy.

Chief Massetani apprised the Commission of the progress towards building a Firehouse, on the corner of 3rd and 4th Streets, and a Police Station in Mission Bay. The City is anxious to start the design process and has provided $275,000 to this end. The Department will be meeting with the Department of Public Works' architects to establish the scope of the project.

In reference to Hurricane Katrina, Chief Massetani informed the Commission that the Department had deployed twelve two-man teams to the area, with six teams remaining in reserve, out of 21 teams that had applied. In addition, Chief Hayes-White is in continued conferences with Metro Chiefs from the area and the Red Cross.

Commissioner Clarke wished to know what the City's preparedness and response would be to less fortunate areas, such as the Bayview Hunters Point and the Mission. She stated that her personal opinion and observations were that race and class issues were blatant in the Katrina disaster. She wondered what the City's response would be, especially in those less fortunate areas of the city, if a disaster of the same magnitude occurred in San Francisco.

Chief Massetani assured Commissioner Clarke that from the Fire Department's point of view the response would be the same regardless of location. The main focus of the Department would remain the immediate safety of the people and the response would be an immediate search and rescue effort using Department teams. The Department would work with Mayor's Office and OES (Office of Emergency Services) regarding funding for relocation of displaced citizens.

REPORT FROM OPERATIONS
Richard Kochevar, Deputy Chief, Operations, wished to respond to Commissioners Clarke's question regarding response. He stated that he had spent a major portion of his career in Bayview Hunters Point and Visitacion Valley. He believed that he spoke for every firefighter in the Department stating that a firefighter takes care of the community and is colorless. Battalion Chiefs attend community meetings and meet with community leaders, and fire stations have open houses, with everyone providing advice to the communities they serve.

Commissioner Clarke wished to know if the Department had plans to provide kits to the less fortunate people who do not have the means to purchase the survival kits available at Safeway. Chief Kochevar responded that he would study the request, consider the options and report back to the Commission.

Commissioner Makras added that regarding Chief Kochevar's remark that "the Department has equipment in place", he would like to know what the equipment is that is being referred to and what quantity is in place.

At this point, Commissioner Conroy requested that the Department provide a report on the City's preparedness to a catastrophe, especially the response of the Department in certain areas of the city, such as Bayview Hunters Point, Visitacion Valley and the Mission.

Chief Kochevar provided an update on the PG&E vault explosion and noted that there were a number of items that the Department learned from the incident, such as having key officials immediately available after the incident on a side street close to the incident. He added that the woman who was injured at the incident remains hospitalized and that her condition is improving.

Chief Kochevar reported that during the period from August 11 to September 7, 2005, there had been five greater alarms and 18 working fires. The greater alarms resulted in : (1) $760,000 in property damage; (2) $160,000 in content Damage; (3) $130,000 in exposure property damage; (4) $65,000 in exposure content damage; (5) one civilian injured; (6) One firefighter injured; and (7) five adults and no children were displaced.

Commissioner Nakajo wondered if the brown-out reporting format was new since it seemed more comprehensive. Chief Kochevar responded that he had developed the new format and hoped that it would provide more of the information that the Commission is interested in reviewing.

Commissioner Makras, referring to the brown-out report, wished to see more detail regarding the reason for the delay of units who are responding, and how that delay impacted a particular incident. He added that this type of information would be useful to the Commission when it

came time to deal with the budget and the Board of Supervisors.

PUBLIC COMMENT
John Darmanin, referring to the On-duty Random Drug Testing policy, considered the time it took to develop and reach agreement with Local 798 on the MOU (Memorandum of Understanding) an embarrassment to the Department. He considered the policy to be lax and asked the Commission whether they had compared it to other jurisdictions.

Susan Bryan, referring to survival kits available at Safeway, pointed out that many people in her neighborhood are rarely in a Safeway store, and either they do not have the money to purchase the kits or are primarily non-English speaking. She suggested that information should be made available in various languages and the kits should be made available in other stores, such as Walgreens.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5B. Disciplinary Hearing Assignment *[Discussion]*

Assignment of disciplinary matters pending against the following member(s) to an individual Commissioner for the taking of evidence on a date to be determined by the assigned Commissioner.

Name	*Case No.*	*Type of Case*	*Commissioner*
Captain David Sullivan	05 – 8	Suspension Appeal	Nakajo

5C. Presentation – Bureau of Fire Investigation *[Discussion]*

Presentation on the purpose, responsibilities and activities of the Bureau of Fire Investigation.

Paul Chin, Assistant Deputy Chief, Fire Marshal, introduced members of the Bureau of Fire Investigation (Arson) who would be making the presentation. He added that when a greater alarm fire occurs and is extinguished, it is Arson that puts closure to it.

Lieutenant Callaghan provided a brief history, noting that when in 1977 the Arson Task Force was created it was specified that the Fire Department should work closely with the San Francisco Police Department and the District Attorney's Office as well as the Bureau of Alcohol, Tobacco and Firearms. The Task Force consists of the Fire Marshal, one captain, one lieutenant, an Assistant District Attorney, two police inspectors and eleven investigators.

Lieutenant Callaghan pointed out that all members of the Bureau of Fire Investigation are Peace Officers, under Penal Code Section 830.37, and have Department of Justice CLETS clearance. He cited the following statistics for the Task Force for the past fiscal year: (1) responded to 260 structure fires with approximately $340 million loss; (2) responded to 165 vehicle fire; (3) responded to a total of 448 incidents; (4) processed 507 subpoenas; (5) processed 340 records request per month; and (6) made 64 arrests with a 90% conviction rate.

Karl Selchau, Senior Investigator, introduced himself and members of the Task Force that were present, namely, Jennifer Deberry, Dennis King and Greg Owyang. Investigator Selchau explained in more detail how members of the Task Force are dispatched and the type of cases they work on. Investigator DeBerry outlined the Juvenile Fire Setter Program noting that it was a combined effort among the Fire Department, the Police Department, the Unified School Districts, Comprehensive Child Crisis and Juvenile Probation.

In closing, Investigator Selchau stated that a great part of an Investigator's job is preparing the final report, which frequently has to withstand legal action. Investigators must be able to withstand cross-examination of their opinion in court and, so far, they have been very successful at this. He pointed out that the goal of every Investigator is to seek the truth and provide a reliable opinion on the causes of fires.

Please note: A copy of the Bureau of Fire Investigation's presentation is attached and can also be viewed on the Fire Commission's website: sfgov.org/fire_comm

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:15 p.m.

Tania Bauer
Secretary

Bureau of Fire Investigation
Arson Task Force Estab. 1977



Bureau of Fire Investigation

1415 Evans Avenue

San Francisco, CA 94124

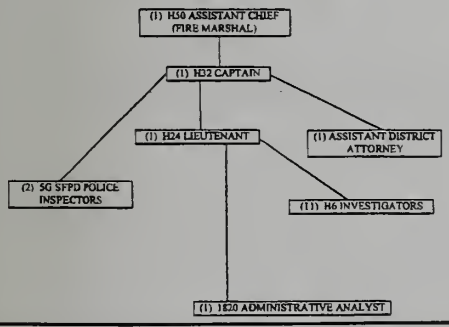
(415) 920-2933 days

(415) 920-2937 nights & weekends

• 4710, BFI, AR1, Arson

Bureau of Fire Investigation

Arson Task Force



FY 2004 - 2005

- Structure Fires # 260 $ 34,455,695
- Vehicle Fires # 165 $ 1,250,100
- Total BFI Incidents - 448
- Subpoenas Processed – 507
- Request for Fire Records – 340/month
- Arrests Made – 64

SFFD H-6 Fire Investigators

- Peace officers under conditions of Penal Code 830.37
- DOJ, CLETS clearance

History of the BFI

- 1941 - Arson Investigators Created
- 1977 - Arson Task Force formed
- Association with other agencies:
  - ATF
  - FBI
  - California State Fire Marshal
  - City Attorney's Office
  - Juvenile Fire Setters Program



BFI Response

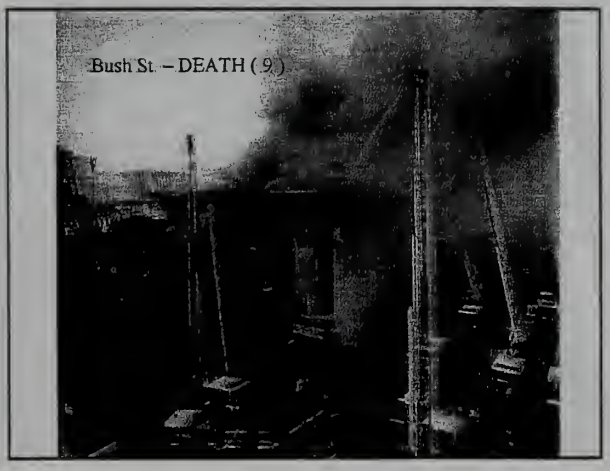
- Respond to all greater alarms or when we're special called



BFI Response

- Respond to all greater alarms or when we're special called
- D-I-E-S-? J-V

DEATHS (FATALITIES)



DEATHS (FATALITIES)

INJURIES (BURNS)



DEATHS (FATALITIES)

INJURIES (BURNS)

EXPLOSIONS (BOMBS)



DEATHS (FATALITIES)

INJURIES (BURNS)

EXPLOSIONS (BOMBS)

SUSPICIOUS (INCENDIARY)



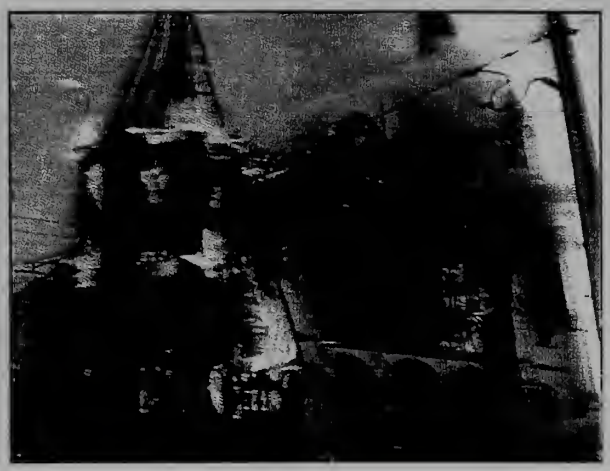
DEATHS (FATALITIES)

INJURIES (BURNS)

EXPLOSIONS (BOMBS)

SUSPICIOUS (INCENDIARY)

? UNKNOWN (UNDETERMINED)



DEATHS (FATALITIES)

INJURIES (BURNS)

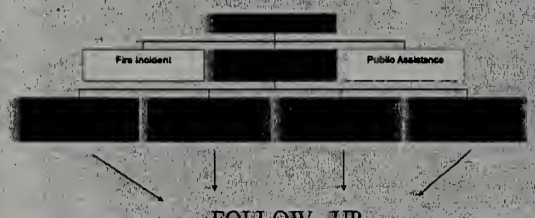
EXPLOSIONS (BOMBS)

SUSPICIOUS (INCENDIARY)

? UNKNOWN (UNDETERMINED)

JUVENILES

Juvenile FireSetter Program (19)



DEATHS (FATALITIES)

INJURIES (BURNS)

EXPLOSIONS (BOMBS)

SUSPICIOUS (INCENDIARY)

? UNKNOWN (UNDETERMINED)

JUVENILES

VEHICLES (UNATTENDED)



Officer Responsibility

- Incident commander at a fire scene must determine the origin and cause before leaving the fire scene
  - Outlined in 104.3 U.F.C.

Motives

- Fraud
- Crime Concealment
- Vanity
- Spite / Revenge
- Civil Disorder / Political Activity
- Juvenile Firesetting
- Pyromania / Sexual

Job Description of H-6 Investigator

- Determine Origin & Cause of Fire
- Professionally Document Incident
  - Interviews
  - Sketch
  - Photographs
  - Process Evidence
  - Prepare Report
  - Testify in Civil or Criminal proceeding regarding findings in BFI Report
- Utilize Police Powers when necessary

(64 Arrests)

Bureau of Fire Investigation
Arson Task Force Estab. 1977



SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, September 22, 2005 - 3:30 PM

698 Second Street, Room 221, San Francisco, CA 94107

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1. **On Roll CALL, the following were present:**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to receive a report on the matter of Kristin Odlaug vs. CCSF, et al.

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Nakajo moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 3:35 PM

2. There was no public comment pertaining to the Closed Session.

3. The Commission reconvened in open session at 5:55 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Makras seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. **ADJOURNMENT**

The Special Meeting was adjourned at 6:00 PM.

05-51a

SAN FRANCISCO FIRE COMMISSION

=Agenda

FIRE COMMISSION SPECIAL MEETING

Thursday, September 22, 2005 – 4:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

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SEP 20 2005

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1. **ROLL CALL**

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT** Commission Deliberations and possible approval of Findings of Fact in a case concerning a a suspension by Joanne Hayes-White, Chief of Department, which, in accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed this four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

   Section 906 – Response
   Section 2002 – Prompt Performance of Duties
   Section 2805 – Leadership
   Section 3905 – Unfamiliarity with Rules

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

   1. Public Comment on all matters pertaining to Closed Session

   2. Reconvene in Open Session

      a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

      b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. **ADJOURNMENT**

05-52

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-53

FIRE COMMISSION REGULAR MEETING
Thursday – September 22, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.
SEP 20 2005
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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

Chief of Department Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. RETIREMENT CERTIFICATES *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Battalion Chief Lawrence C. Giovacchini	Service	31	Jul. 07, 2005
Captain Robert E. Relei	Service	31	Jul. 05, 2005

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of September 8, 2005, and Special Meeting of September 8, 2005 (4:30 p.m.).

Action to be taken: Approval of the minutes

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office

The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection

Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access

The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

5. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

5.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Fire Prevention & Investigation
Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from January to June, 2005.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Jacobsmeyer, Daniel R.	H20 Lieutenant	Service	Aug. 27, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of October 27, 2005)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Engine 29	2	07-03-05 thru 07-04-05	Sec. 3926 (Tardiness & Failure to Report)

Resignation
Reporting resignation of H3 Firefighter/Paramedic Timothy J. Halleran, effective September 8, 2005. (Resigned with satisfactory services. Approximate length of service – three years.)

Lay-Off
Reporting involuntary leave (lack of funds) of 1424 Clerk Typist Patricia A. Candau, effective close of business September 9, 2005.

Termination
Reporting termination of 7388 Utility Plumber Jason E. Ochlan, effective September 1, 2005.

Leaves
Reporting leaves of absence with pay for the time period from April 2005 through January 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
16	H2 Firefighter	466
4	H3 Firefighter/Paramedic	94
1	H20 Lieutenant	18
1	H33 Rescue Captain	6
1	H50 Assistant Chief	6
	Total Number of Days with Pay	590

Reporting intermittent leaves with pay for the time period from May 2005 through November 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Aug 19, 2005– Aug 19, 2006
1	H2 Firefighter	Aug 24, 2005– Aug 24, 2006
1	H2 Firefighter	Aug 24, 2005– Aug 24, 2006
1	H2 Firefighter	Aug 22, 2005– Aug 22, 2006
1	H2 Firefighter	July 12, 2005– July 12, 2006
1	H2 Firefighter	May 26, 2005– Dec 31, 2005
1	H2 Firefighter	Aug 10, 2005– Aug 10, 2006
1	H2 Firefighter	Sept 1, 2005 – Sept 1, 2006
1	H2 Firefighter	Jan 29, 2006 – Nov 7, 2006
1	H2 Firefighter	Oct 22, 2005 – Aug 14, 2006
1	H2 Firefighter	Dec 6, 2005 – Oct 8, 2006
1	H3 Firefighter/Paramedic	Nov 2, 2005 – Oct 25, 2006
1	H20 Lieutenant	Aug 20, 2005– May 19, 2006
1	H20 Lieutenant	Sept 1, 2005 – Mar 1, 2006
1	H30 Captain	Aug 25, 2005– Aug 24, 2006

Reporting leaves of absence without pay for the time period from August 2005 through November 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	260
3	H3 Firefighter/Paramedic	68
	Total number of Days w/o Pay	328

5.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 10	05–6–007	7/4/2005	737	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren, Medic 10 was struck by a civilian vehicle that failed to yield to emergency vehicle

Medic 3	05–6–008	7/10/2005	750	A	File

Cause: Driving skill deficiency - While attempting to park and pulling out of a parking space, Medic 3 struck a parked civilian vehicle

Medic 36	05–6–009	7/12/2005	746	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and turning left, Medic 36 was struck by a civilian vehicle

AWSS	05–6–010	7/18/2005	997	A	File

Cause: Driver inattention - While backing up without a spotter, AWSS unit struck a parked civilian vehicle

Truck 7	05–6–011	7/19/2005	620	A	File

Cause: Driver/tiller inattention - While responding with red lights and siren and turning right, Trk 7 struck a stopped vehicle

Medic 32	05–6–012	7/20/2005	754	B	File

Cause: Struck by vehicle - While responding with red lights and siren and stopped in traffic, Medic 32 was "backed into" by a civilian vehicle

Engine 1	05–6–013	7/22/2005	543	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren, Eng 1 was struck by a civilian vehicle that failed to yield to Eng 1

Medic 3	05–6–014	7/23/2005	750	A	File

Cause: Lack of defensive driving skill - While backing up, Medic 3 struck a stopped vehicle; no spotters available

Truck 9	05–6–015	7/25/2005	618	A	File

Cause: Tiller skill deficiency - While responding with red lights and siren and attempting to make a right turn, tiller failed to see stopped vehicle on left side and struck the vehicle

EMS RC 3	05–6–016	7/26/2005	918	B	Bill

Cause: Struck by vehicle - While crossing Market Street at 10th, RC 3 was struck by a civilian vehicle turning left

Medic 3	05–6–017	7/27/2005	750	A	File

Cause: Driver inattention - While leaving quarters of Station 6, Medic 3 struck fire hydrant in front of quarters

Medic 13	05–6–018	7/27/2005	741	B	File

Cause: Civilian vehicle was stopped in traffic lane to allow passenger to climb in; Medic 13 hit the door as it moved forward

Rescue 1	05–6–019	7/29/2005	861	A	File

Cause: While positioning apparatus to back into station, Res 1's door was opened to allow spotter to exit thereby striking stopped vehicle

Engine 43	05–6–020	8/3/2005	539	B	Bill

Cause: Struck by vehicle - While parked and conducting a building inspection, Eng 43 was struck by a passing vehicle

Hose Tender 48	05–6–021	8/4/2005	502	A	File

Cause: Misjudged clearance - While exiting the Coast Guard station, HT 48 struck a guardrail

Truck 5	05–6–022	8/5/2005	625	A	File

Cause: Tiller skill deficiency - While making a right turn, tiller of Trk 5 swung out too far and struck vehicle on left side

Engine 38	05–6–023	8/15/2005	538	B	Bill

Cause: Struck by vehicle - While parked at an incident, Eng 38 was struck by a Muni bus that tried to pass

Headquarters	05–6–024	8/16/2005	305	A	File

Cause: Driver attention - Department vehicle struck the rear of a vehicle that had made a quick stop

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

5.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from September 2, 2005, through September 15, 2005:

1. From Lynn Jaklevich, urging the Commission to fully support NERT and to mention at every opportunity what was learned from the tragedy of New Orleans and that is, - to be prepared, take responsibility and help your neighbors - all of which NERT can help to achieve. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Edgar Vedoy Filho, Uruguaiana-RS, Brazil, warning of a natural disaster in California that he saw in a prophetic dream and asking that civil defense be improved. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. David Tresmontan, Director, District Police Services, Federal Reserve Police, thanked the Fire Department for its participation in the Federal Reserve Bank of San Francisco's recent full building evacuation exercise, and, especially Station 13 for their support. It was a fine example of the Department's dedication to the City and the private sector. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through C)

6. REGULAR CALENDAR – NEW BUSINESS

6.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the budget and updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, with continuing discussion of the FY 2005-06 Budget.

6.B. Special Presentation – 1906 Centennial Celebration *[Discussion]*

San Francisco Fire Department Historical Society, Paul L. Barry, President

An update on the Centennial Celebration commemorating the 1906 Earthquake, including events, activities and displays planned by the San Francisco Fire Department Historical Society, with a brief overview of the newly formed Historical Society.

Discussion of restoration of Fire Department historic apparatus, care of historic memorabilia and operation of Fire Museum.

7. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-53

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 22, 2005 – 6:00 p.m.
698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras

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Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

John A. Murphy	Division 2 (Acting)
Audry Lee	Division 3

EMS Officers:

James M. Fazackerley	Section Chief, Operations

2. PUBLIC COMMENT

Andrew Solow wished to comment on couplings and mutual aid, which had been in the newspapers lately. He suggested that the best method in insuring mutual aid in case of a disaster would be to have couplings that are part of the hydrant and would cost between $50 to $75 for the 8,000 hydrants in San Francisco.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, doubted that there would be any mutual aid available to San Francisco in an earthquake similar to 1906. He believed the money that was considered for retrofitting fire hydrants could be put to better use if it was dedicated to putting two engine companies back in service the remainder of the fiscal year. He reminded

everyone that beside the hydrants there were thousands of buildings in San Francisco that had standpipes, and that the Bay Bridge and the BART tunnel all had 3" outlets.

Todd Kessinger, M.D., President, San Francisco Emergency Physicians' Association (SFEPA), Associate Medical Director, Emergency Department, St. Luke's Hospital, was concerned about quality in the EMS division. His first concern dealt with the inclusion of the SFEPA's name as a participant in the EMS Reconfiguration Task Force, but they were not and still have not been asked to participate. He asked that this be immediately remedied. Dr. Kessinger second concern was with quality in the EMS division. Dr. Brown's July 2005 report *EMS Quality Review* cited 22 deficiencies identified in July of 2004 and to date 11 remain outstanding. He asked that the Commission review the remaining deficiencies and ask for a resolution with a deadline.

Ellen Weber, M.D., Medical Director, Emergency Department, UCSF, recalled headlines in the *Chronicle* about deficiencies in EMS care. She believes that nothing has improved in the past 16 years and, perhaps, is even less efficient for physicians. Most frustrating is the lack of feedback from submitted reports. She asked that the Commission make this a top priority and consider it a mandate from the city's physicians.

Mark Snyder, M.D., Medical Director, Emergency Department, St. Luke's Hospital, wished to share his concerns, which are discussed in meetings of the SFEPA, about quality assurance and the lack of resources given to EMS. He noted that EMS still appears to be a stepchild in the Department rather than a top priority reflecting the frequency of calls made by paramedics. Dr. Snyder's second concern was the area of disaster planning, since the Fire Commission and Fire Department share a major role with the Office of Emergency Services; he hoped that the SFEPA will share in ensuring that the city is prepared.

Eric Isaacs, M.D., Emergency Physician, San Francisco General Hospital (SFGH), enumerated his background, noting that he is also a *base* physician who speaks frequently on the radio to paramedics. He had also been the Assistant Medical Director for SFFD from 1995-2000 in charge of quality improvement for cardiac arrests, director of the paramedic training program and involved in the merger. He is disappointed in the direction EMS has taken and believes the quality of care to be worse than when he started 11 years ago. The merger was to bring improvement in disaster preparedness, improvement in accountability, efficient use of resources and integrate paramedics into the Department. Dr. Isaacs believes that the Department is going in the wrong direction and looks to the Commission to lead it back in the direction it should be taking to improve accountability and the level of care for the residents and visitors to San Francisco.

Michael Rokeach, M.D., Emergency Physician, Medical Director, California Pacific Medical Center, noted that he has been a member of SFEPA since its inception and that the group's goal has always been to work with pre-hospital care providers to improve patient care since they are the receiving hospital physicians. The SFEPA believes that there has been deterioration in some aspects of the quality of care provided by EMS since the merger with the Fire Department. His principal concerns were (1) the exclusion of emergency physicians from the recent reconfiguration process; (2) a proportionate share of resources dedicated to EMS in the Department; and (3) the quality improvement program brought up to speed as quickly as possible. Dr. Rokeach asked the Commission to ensure that that the Department moves in the right direction.

Douglas Goldman, M.D., enumerated his background, noting that he had been a former member of the Fire Commission and, to date. its only emergency physician. He referred to a meeting in March 2005, at which time the SFEPA had been disparaged because it was not an incorporated entity and yet its members have devoted their lives to practicing emergency

medicine in San Francisco and have great concerns with patient care. He declared that the EMS reconfiguration has not yet been implemented and that this indicated certain concerns that he and another Commissioner had pointed out. Dr. Goldman was also concerned with the state of emergency preparedness in San Francisco and told the Commission that they are accountable for the level of preparedness and quality that the citizens expect.

David Pilpel, Member, Sunshine Ordinance Task Force, encouraged the Commission to have a table at the back of the room with handouts and, also, a binder with non-privileged communications that the Commission receives available to public for review.

3. RETIREMENT CERTIFICATES *[Discussion]*

Reporting Awards of Honorable Service to the following members:

	Type of Retirement	*Years of Service*	*Retirement Date*
Battalion Chief Lawrence C. Giovacchini	Service	31	Jul. 07, 2005
Captain Robert E. Relei	Service	31	Jul. 05, 2005

Chief Hayes-White congratulated retired members Battalion Chief Lawrence Giovacchini and Captain Robert Relei and presented the Retirement Certificates. She recalled highlights of each retiree's careers, including the stations they started in, their assignments over the years, their special contributions and the houses they retired from.

Battalion Chief Giovacchini especially thanked his wife for putting up with him, his injuries and his watches over the period of his career. Captain Relei noted that the time had flown, members of the Department are team players and he had enjoyed working with everyone.

4. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of September 8, 2005, and Special Meeting of September 8, 2005 (4:30 p.m.).

Commissioner Lau moved and Commissioner Clarke seconded. There were no questions or discussion and the minutes were approved as presented.

5. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

5.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Fire Prevention & Investigation
Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed from January to June, 2005.

Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Jacobsmeyer, Daniel R.	H20 Lieutenant	Service	Aug. 27, 2005

(Retirement Certificate will be presented at Fire Commission Meeting of October 27, 2005)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Engine 29	2	07-03-05 thru 07-04-05	Sec. 3926 (Tardiness & Failure to Report)

Resignation
Reporting resignation of H3 Firefighter/Paramedic Timothy J. Halleran, effective September 8, 2005. (Resigned with satisfactory services. Approximate length of service – three years.)

Lay-Off
Reporting involuntary leave (lack of funds) of 1424 Clerk Typist Patricia A. Candau, effective close of business September 9, 2005.

Termination
Reporting termination of 7388 Utility Plumber Jason E. Ochlan, effective September 1, 2005.

Leaves
Reporting leaves of absence with pay for the time period from April 2005 through January 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
16	H2 Firefighter	466
4	H3 Firefighter/Paramedic	94
1	H20 Lieutenant	18
1	H33 Rescue Captain	6
1	H50 Assistant Chief	6
	Total Number of Days with Pay	590

Reporting intermittent leaves with pay for the time period from May 2005 through November 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Aug 19, 2005– Aug 19, 2006
1	H2 Firefighter	Aug 24, 2005– Aug 24, 2006
1	H2 Firefighter	Aug 24, 2005– Aug 24, 2006
1	H2 Firefighter	Aug 22, 2005– Aug 22, 2006
1	H2 Firefighter	July 12, 2005– July 12, 2006
1	H2 Firefighter	May 26, 2005– Dec 31, 2005
1	H2 Firefighter	Aug 10, 2005– Aug 10, 2006
1	H2 Firefighter	Sept 1, 2005 – Sept 1, 2006
1	H2 Firefighter	Jan 29, 2006 – Nov 7, 2006
1	H2 Firefighter	Oct 22, 2005 – Aug 14, 2006
1	H2 Firefighter	Dec 6, 2005 – Oct 8, 2006
1	H3 Firefighter/Paramedic	Nov 2, 2005 – Oct 25, 2006
1	H20 Lieutenant	Aug 20, 2005– May 19, 2006
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1	H30 Captain	Aug 25, 2005– Aug 24, 2006

Reporting leaves of absence without pay for the time period from August 2005 through November 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	260
3	H3 Firefighter/Paramedic	68
	Total number of Days w/o Pay	328

5.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 10	05–6–007	7/4/2005	737	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren, Medic 10 was struck by a civilian vehicle that failed to yield to emergency vehicle

Medic 3	05–6–008	7/10/2005	750	A	File

Cause: Driving skill deficiency - While attempting to park and pulling out of a parking space, Medic 3 struck a parked civilian vehicle

Medic 36	05–6–009	7/12/2005	746	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and turning left, Medic 36 was struck by a civilian vehicle

AWSS	05–6–010	7/18/2005	997	A	File

Cause: Driver inattention - While backing up without a spotter, AWSS unit struck a parked civilian vehicle

Truck 7	05–6–011	7/19/2005	620	A	File

Cause: Driver/tiller inattention - While responding with red lights and siren and turning right, Trk 7 struck a stopped vehicle

Medic 32	05–6–012	7/20/2005	754	B	File

Cause: Struck by vehicle - While responding with red lights and siren and stopped in traffic, Medic 32 was "backed into" by a civilian vehicle

Engine 1	05–6–013	7/22/2005	543	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren, Eng 1 was struck by a civilian vehicle that failed to yield to Eng 1

Medic 3	05–6–014	7/23/2005	750	A	File

Cause: Lack of defensive driving skill - While backing up, Medic 3 struck a stopped vehicle; no spotters available

Truck 9	05–6–015	7/25/2005	618	A	File

Cause: Tiller skill deficiency - While responding with red lights and siren and attempting to make a right turn, tiller failed to see stopped vehicle on left side and struck the vehicle

EMS RC 3	05–6–016	7/26/2005	918	B	Bill

Cause: Struck by vehicle - While crossing Market Street at 10th, RC 3 was struck by a civilian vehicle turning left

Medic 3	05–6–017	7/27/2005	750	A	File

Cause: Driver inattention - While leaving quarters of Station 6, Medic 3 struck fire hydrant in front of quarters

Medic 13	05–6–018	7/27/2005	741	B	File

Cause: Civilian vehicle was stopped in traffic lane to allow passenger to climb in; Medic 13 hit the door as it moved forward

Rescue 1	05–6–019	7/29/2005	861	A	File

Cause: While positioning apparatus to back into station, Res 1's door was opened to allow spotter to exit thereby striking stopped vehicle

Engine 43	05–6–020	8/3/2005	539	B	Bill

Cause: Struck by vehicle - While parked and conducting a building inspection, Eng 43 was struck by a passing vehicle

Hose Tender 48	05–6–021	8/4/2005	502	A	File

Cause: Misjudged clearance - While exiting the Coast Guard station, HT 48 struck a guardrail

Truck 5	05–6–022	8/5/2005	625	A	File

Cause: Tiller skill deficiency - While making a right turn, tiller of Trk 5 swung out too far and struck vehicle on left side

Engine 38	05–6–023	8/15/2005	538	B	Bill

Cause: Struck by vehicle - While parked at an incident, Eng 38 was struck by a Muni bus that tried to pass

Headquarters	05–6–024	8/16/2005	305	A	File

Cause: Driver attention - Department vehicle struck the rear of a vehicle that had made a quick stop

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

5.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from September 2, 2005, through September 15, 2005:

1. From Lynn Jaklevich, urging the Commission to fully support NERT and to mention at every opportunity what was learned from the tragedy of New Orleans and that is, - to be prepared, take responsibility and help your neighbors - all of which NERT can help to achieve. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Edgar Vedoy Filho, Uruguaiana-RS, Brazil, warning of a natural disaster in California that he saw in a prophetic dream and asking that civil defense be improved. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. David Tresmontan, Director, District Police Services, Federal Reserve Police, thanked the Fire Department for its participation in the Federal Reserve Bank of San Francisco's recent full building evacuation exercise, and, especially Station 13 for their support. It was a fine example of the Department's dedication to the City and the private sector. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

6. REGULAR CALENDAR – NEW BUSINESS

6.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including discussion of the budget and updates on Divisions within the Department, including Operations, EMS and EMS Reconfiguration.

Joanne Hayes-White, Chief of Department wished to discuss the third alarm fire on September 15th at which there were multiple injuries and three fatalities. The response time had been excellent with Engine 7 on scene within two minutes. There were five civilian and six firefighter

transports to the hospitals, with most were released that morning. Lieutenant Juratovic remains in the hospital with third degree burns to her legs below the knees. She successfully underwent skin grafts and is doing well at SFGH. The Department scheduled a post-fire analysis to review the types of injuries and the types of burns. The Department is working closely with its safety officers and company officers to gather information. The Arson team also responded and is working on a determination of cause of fire.

The Department is also reviewing procedures and the proper use of Personal Protective Equipment (PPE) and reminding everyone to be vigilant about using the equipment properly. Furthermore, the Departments wants to review the advancement, selection and location of hose lines since this was extremely challenging fire to fight. Above all, good communication must be established on the fire ground, including the completion of the assigned task and advising of the inability to complete the task.

Chief Hayes-White addressed the issue of the hydrant system in San Francisco, which has come under scrutiny recently. She assured the Commission that San Francisco has a sophisticated water supply system with many built-in redundancies and has, actually, two systems. One is the high-pressure dedicated system to the Fire Department consisting of 1,800 high-pressure hydrants. The low-pressure system, with 8,000 hydrants, is actually the domestic water supply. The issue is that San Francisco has 3" outlets vs. 2 ½" outlets for the rest of California and therefore is not compatible with other jurisdictions. Chief Hayes-White pointed out that in the 135 year history of the Department mutual aid was never called for even though it is not out of question. The Department has distributed couplings or reducers to neighboring jurisdictions, including the Presidio and Marin, San Mateo and Alameda County Fire Districts. Chief Hayes-White noted that 65 reducers have been distributed to the most likely jurisdictions that would come to San Francisco's aid in case of a disaster and a 100 more are in stock, if needed.

Chief Hayes-White considered it highly unlikely that the high-pressure system could be changed since it is unique. The cost of switching to another size outlet on the City's low-pressure hydrants would be cost-prohibitive since not only would hydrants need to be switched but also modifications made to the Department's apparatus, as well as to the City's infrastructure including all buildings with standpipes, the BART and Muni tunnels and the Bay Bridge since all are configured to the 3" system. She noted that the Department would consider producing more fittings or reducers to distribute to anyone coming to provide mutual aid to the City and County.

Chief Hayes-White declared that standardizing the high-pressure system was not feasible since it is a unique system. In reference to the domestic water supply system, Chief Hayes-White believes changing the hydrants would be unnecessary and cost-prohibitive. She noted that the Department would consider various options but would not consider physically changing all hydrants.

Chief Hayes-White reported that between September 9th and 11th, The Department deployed 17 two person teams at the request of FEMA to the Southeast region to assist the victims of Hurricane Katrina. At this time, no requests for extension have been received. She is very appreciative of the dedicated members that are serving in the Gulf Coast Region and plans to personally welcome them home.

Chief Hayes-White announced that the 111th class started on September 19th, composed of 24 members, under the direction of Tom Siragusa, Assistant Deputy Chief, Director of Training. The decision to hire another class was based on delays that the Department is experiencing with the implementation of the EMS reconfiguration. Hiring in the new classifications will begin in early 2006. The Department looks forward to the start of the implementation since many

operational issues, such as fatigue and workload related to 24-hour shifts on ambulances will be addressed by this creative solution to an on-going problem.

Chief Hayes-White was pleased to report the start of the random drug testing program on September 26th. Dry test runs have been performed and sessions demonstrating the use of the breathalyzer and OralStat have been held at the Department of Training since some members indicated some concerns about the process.

Due to the devastation and tragedy of Hurricane Katrina, a great deal of interest in the NERT (Neighborhood Emergency Response Team) program has been generated. Chief Hayes-White related that at one of the training sites instead 30 people, 130 had shown up. CNN did a small segment on the Department's NERT training program. Lieutenant Erica Arteseros, NERT Coordinator, has been active in outreach and recruiting and the Department is justifiably proud of her. The NERT training course is an 18-hour course over six sessions and the curriculum includes disaster medicine, hazardous materials mitigation and personal preparedness. The Department believes that the better educated the community will be, with people taking personal responsibility, the better prepared everyone will be. In addition, OES has a website – 72hours.org since the first 72 hours of a disaster are critical and no assistance may come for that time. Access to a computer may be difficult for some, especially the most vulnerable, so the Department is considering making fire stations somewhat like libraries as it relates to personal and disaster preparedness.

In reference to the previously discussed emergency kits available for $29.99 to $49.00, the Department considers them to be too expensive for many residents of San Francisco and is considering providing disaster preparedness kits through the Firefighters Toy Program since it reaches thousands of children and households. A corporate sponsor is needed to assist in this effort.

Commissioners made comments and asked questions with Chief Hayes-White responding. Commissioner Nakajo wanted an ethnic and gender breakdown of the 111th class.

Commissioner Lau wanted to know whether there will be continuous reporting on the random drug and alcohol testing program. Chief Hayes-White responded that a database will developed with monthly and quarterly reports to the Commission. He also wished the Chief to comment about the concerns of the emergency physicians regarding the deterioration of the quality of care in EMS. Chief Hayes-White responded that the Department would like to provide a deeper overview of the EMS Division and the progress achieved and what still needs to done including a closer working relationship with emergency physicians, especially as it relates to disaster preparedness.

Commissioner Clarke urged the Chief and the Department to resolve pre-existing issues and move toward a closer working relationship with the emergency physicians and the SFEPA since they will also be on the frontlines in the event of a disaster similar to Hurricane Katrina.

Commissioner Conroy wished to have a more definitive time frame for the implementation of the EMS reconfiguration, that is, when will the new EMTs and Paramedics be deployed. Chief Hayes-White responded that the only item that has slipped in the schedule is the employee classification issue since it required the revision of the existing MOU with Local 798. She estimated that the hiring process should start in the third week of January 2006, and be followed by a four week academy. The Department is considering the weeks of February 18th or 24th for a full deployment of 42 ALS engines.

REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, stated that the Department is working with the Mayor's Office on the FY 2005-06 budget due to delay of the implementation of the EMS reconfiguration, which is costing the Department money. Once the H3s can move to the ALS engines, overtime should be reduced.

Another item that was not accounted for in the current budget is the increase in fuel cost over the last few months. Lorrie Kalos, Assistant Deputy Chief, Support Services, is monitoring fuel consumption and is working on action plan to mitigate the issue. The Department may face a deficit due to being $200,000 over the fuel cost of last year.

Chief Massetani advised that the Department is working with City College of San Francisco (CCSF) in developing some revenue for the reimbursement for education. The Department will provide approved classes through CCSF's curriculum and be reimbursed $2.40 per student hour. A further source of revenue is being explored through the California Firefighters Joint Apprenticeship Committee Program and would be another reimbursement program.

In reference to the Homeland Security Division, the Department is preparing for an upcoming audit of all equipment purchases and personnel charges to the Urban Area Security Initiative for FY 2003.

Chief Massetani informed the Commission that there is currently a slight setback with the EMS billing and revue collection system since after going through the bidding process and award of contract, the second place bidder bought out the first place bidder who received the contract. Negotiations are proceeding and the companies have until September 29th to clarify their positions.

Commissioner Makras wished further clarification on the recent RFP, such as did bidder number have the lowest bid and is that why the contract was awarded. Chief Massetani responded that bid award was not based on an economic perspective but involved various aspects, such as provision of hardware and a software package. There is also some confusion of who is the legal entity with whom the Department negotiates.

Commissioner Conroy wished to know about mutual aid agreements with neighboring Fire Departments. Chief Massetani responded that they have signed mutual agreements with the City. When needed the Department would request a strike team from the State OES who would determine where they would come from and would specify that they be able to carry a certain amount of water and hose. They would come to a staging area established by the Department in San Francisco where they would be outfitted with equipment. Most of them already have the reducers or couplings, those who do not will receive them at the staging area. The responding mutual aid companies would be under the Department's command. At no time are they permitted to proceed to a location to put out a fire unless directed there by the Department or its representative.

PUBLIC COMMENT
Todd Kessinger, M.D. thanked the Commission for their insightful comments with respect to the concerns of the physicians. He noted that the SFEPA remains committed towards making the restructuring of EMS a success for everyone and to assist in anyway they can.

Douglas Goldman, M.D., noted that he was not surprised to hear of the delays in the implementation of the EMS reconfiguration and considers it to be a roving 18- to 24-month implementation, which was to have started in March of 2005 and has not yet begun. Furthermore, he was shocked to hear that the reason for not making changes in the hydrants was that there was no history of mutual aid. Dr. Goldman noted that even if there are good

reasons for citizens to be prepared, government must do better than ask citizens to fend for themselves and that in both major earthquakes in San Francisco, the water system had failed.

Frank Kelly, referring to both Commissioner Nakajo's and Dr. Goldman's comments, believed that San Francisco will be on its own in a major catastrophe similar to *Katrina* and that the best method to deal with mutual aid is to pass out couplings. He saw the water system fail in the '89 Loma Prieta quake and recalled engines being driven to the lagoon at the foot of Jefferson Street to draft water from the Bay until the fireboat *Phoenix* arrived with portable hydrants.

6.B. Fire Commission Resolution 05-7 *[Action]*

Submitting for consideration Resolution 05-7 honoring former Fire Commissioner Sharon Bretz.

(Note: This item was continued to the meeting of October 13, 2005)

6.C. Special Presentation – 1906 Centennial Celebration *[Discussion]*

An update on the Centennial Celebration commemorating the 1906 Earthquake, including events, activities and displays planned by the San Francisco Fire Department Historical Society, with a brief overview of the newly formed Historical Society.

Discussion of restoration of Fire Department historic apparatus, care of historic memorabilia and operation of Fire Museum.

Chief Hayes-White acknowledged the hard work and dedication of Paul Barry and a group of current and retired Department members who have moved this project forward, including some valued employees from the Central Shops who work on Department apparatus,. She thanked Mr. Barry for putting together the presentation.

Paul Barry, SFFD Bureau of Equipment, explained that a group of enthusiasts that attended parades, musters and various civic functions, acting as SFFD goodwill ambassadors, decided to form the SFFD Historical Society, a nonprofit organization.

The newly formed corporation realized that within a year's time the city would mark the 100th anniversary of the 1906 earthquake. The '06 Centennial Alliance had already been formed by civic groups, business and industry, seismologists and educators to commemorate this geological event. With support from the SFFD administration, the Society began to plan a historical remembrance of the conflagration that followed the 5:13 a.m. quake. Society members gathered for meetings and put together a program of events and through much discussion of dates and duration of activities, a final program is in place. The fleet of vintage fire apparatus of the SFFD will be on display, along with additional rigs from private collectors and fire agencies throughout California, which are promising to attend.

Amongst the vehicles, there will also be displays of memorabilia and artifacts, representing the equipment and uniforms of the past 100 years. A display of historical photographs of the period will give viewers a look back in time to an era of cobblestone streets and horse-drawn and steam-powered fire engines. In addition, the display area may encompass displays by the NERT program and the Bureau of Fire Prevention for public awareness and safety programs.

One of events being planned for the weekend, is an old time fireman's muster, where men's and women's teams compete in reenacted events of the era, such as hose cart races and hand operated fire pumps from the 1800s. Also planned will be the operation of the steamers, large pumps pulled by horses with fires under their boilers that create the steam to drive the pump,

which are always a crowd pleaser. Steamers were later replaced by motorized apparatus.

A San Francisco Fire Department tradition, the 65-foot wooden ladder raise, has been performed at numerous events and will be performed once again, and no display of apparatus would be complete without an appearance of the fireboat *Phoenix,* which celebrated its 50th birthday last October.

A tentative agreement with the Port has been reached, the event being held at Pier 48, an enclosed shed with ample parking for attendees and participants in the adjacent SBC Giants Stadium parking lot. A parade of fire apparatus is in the plan; however, the Society is awaiting further coordination from the Mayor's Office for the exact day and route.

Although final details are still being worked out with the Port, the staging and preparation areas for the event will be Pier 17, which is a covered shed large enough to house the Department's collection of over 20 antique motorized pieces of apparatus and 3,000 square feet of artifacts currently in storage containers. Several of the Department's unique firefighting vehicles have, suffered from years of outdoor storage and neglect. Repairs to these and other vehicles range from minor servicing of fuels and lubricants to major engine repairs, paint and cosmetic bright work. The Society is requesting disbursements of funds from the Wellmann Trust to make the necessary repairs

The Pioneer Memorial Museum, adjacent to Station 10 at 655 Presidio, was dedicated in October of 1964. The museum is a repository of artifacts that include photographs, helmets, extinguishers, earthquake history, and other early fire apparatus and equipment. The Society is requesting that they may give the museum displays an extreme makeover and entrust the management of the museum to the San Francisco Fire Department Historical Society. Displays in this museum have not changed since the museum opened in 1964.

In closing, Mr. Barry pointed out that the 1906 Centennial Celebration is only seven months away and will be a great opportunity to showcase the best of the SFFD, both past and present. He declared that the Society is seeking the endorsement and support of the Fire Commission, along with entrusting custodial care and management of the museum to the Society.

Commissioner Conroy wished to mention a number items to the Commission. At his request, the Commission Secretary had provided certain materials to the Commission, consisting of:

(1) The original 1979 San Francisco Fire Commission resolution that designated the Hook & Ladder Society as the organization that would take possession and custody of certain apparatus, artifacts and memorabilia pertaining to the history of the Fire Department. The Hook & Ladder Society was designated as the historical section of the San Francisco Fire Department;

(2) A transcript of a meeting that took place almost exactly eight years ago, September 25, 1997, which dealt with accountability of the artifacts, with respect to the museum, and whether the Hook & Ladder Society was at that time admitting new members, conducting meetings, and whether there was an inventory of the items that had been entrusted to its care.

Commissioner Conroy wished to bring to the attention of the Commission a letter, co-signed by the Chief and himself, directed to a number of different organizations which may have custody of some historical artifacts to provide an inventory for possibly displaying them during the 1906 Centennial Celebration. This letter was sent to the St. Francis Hook & Ladder Society and there has been absolutely no response from the organization. This is a situation that has been going on for more than eight years. He has been informed, and has seen himself on the Secretary of

State's web site, that the St. Francis Hook & Ladder Society's corporate status has been suspended and it is no longer a corporation in good standing.

(3) A copy of the Wellmann Trust, which currently has approximately $365,000 on account.

Commissioner Conroy pointed out that a pertinent feature of the trust was that the money was given first to the Fire Commission for the purpose of founding, establishing, constructing a fire museum, or for establishing a fire museum in another location, and supporting, operating, equipping, furnishing and reconstructing and remodeling, that museum. He noted that there are funds available and crying out to be spent by an organization that is prepared to work toward the preservation of the fine history of this Department.

Commissioner Conroy explained that this was an informational agenda item and not an action item for this meeting. He recommended that it should be an agenda item for the next meeting for the purpose of the Commission considering whether or not the San Francisco Fire Department Historical Society should be designated as the organization to take charge and manage the Fire Museum, and should be the official historical body representing the Department in the Centennial Celebration that is rapidly approaching.

Commissioner Conroy also pointed out that there has been a complaint made to the Controller's Office with respect to the historical artifacts of the Department and whether they are being properly accounted for, and the Controller's Office is conducting some form of an audit. He asked if anyone was aware of meetings being conducted by the Hook & Ladder Society or if the Fire Museum was still managed by them.

Mr. Barry responded that there have been no meetings and there is no membership to speak of and that it is a non-functioning organization. The Fire Museum is staffed by docents provided by City Guides, whose schedules are coordinated by Al Sassus, a senior docent, and a board member of the SFFD Historical Society.

Commissioner Conroy asked Mr. Barry if the San Francisco Historical Society was stepping forward and requesting that they be given the responsibility for managing the museum, including maintaining and accounting for the historical artifacts and apparatus. Mr. Barry responded in the affirmative. Commissioner Conroy stated he will put the item on the agenda as an action item for the next meeting of the Commission. He thanked Mr. Barry for the presentation and for the many hours that he has invested in this effort.

Chief Massetani added that the six new engines, which will arrive shortly, will have a Centennial commemorative paint scheme. The paint scheme was donated by the manufacturer. All apparatus purchased in 2006 will have this old paint scheme with dark maroon bodies, old style gold leaf and old style pin striping and a commemorative decal stating "1906/2006 Centennial Commemorative Vehicle".

7. ADJOURNMENT

Commissioner Conroy adjourned the meeting in honor of former Commissioner Sharon Bretz who had passed away within the past week.

There being no further business to come before the Commission, the meeting was adjourned in memory of former Commissioner Bretz at 8:45 p.m.

Tania Bauer
Secretary

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Public Comment
San Francisco Fire Commission Meeting
September 22, 2005

As President of SFEPA, I wrote the commission last year to air our displeasure at having our name inappropriately attached with the EMS Reconfiguration Task Force report presented to the Mayor. Last fall, Chief Hayes-White gave me an assurance that this was an "oversight" and that SFEPA would be welcomed on the task force moving forward and that many important details remained to be worked out by the task force.

Our group continues to be excluded.

We ask that this be immediately remedied.

My second concern pertains to what many emergency physicians perceive to be a serious problem with EMS QI.

Dr. John Brown's July 2005 Follow Up report on the EMS Division QI Program looks back at what has been done to address the 22 specific deficiencies identified in June 2004. Such deficiencies leave the EMS Division out of compliance with County and State requirements.

11 of 22 deficiencies remaining outstanding after a year are embarrassing and unacceptable.

I ask the commission to request written follow up to the remaining deficiencies with an attached deadline.

Thank you.

Todd Kessinger, M.D., FACEP
President
SFEPA

SAN FRANCISCO FIRE COMMISSION

~Agenda~

FIRE COMMISSION SPECIAL MEETING

Thursday, October 13, 2005 – 5:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

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1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT
(Continued from Meeting of 9/22/05)
Commission Deliberations and possible approval of Findings of Fact in a case concerning a a suspension by Joanne Hayes-White, Chief of Department, which, in accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed this four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

Section 906 – Response
Section 2002 – Prompt Performance of Duties
Section 2805 – Leadership
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session
2. Reconvene in Open Session
   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).
   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

05-54

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, October 13, 2005 – 5:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

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1. **ON ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused for business)
Commissioner	George Lau (excused for vacation)
Commissioner	Victor Makras

2. **CONSIDERATION AND POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**
(Continued from Meeting of 9/22/05)
Commission Deliberations and possible approval of Findings of Fact in a case concerning a a suspension by Joanne Hayes-White, Chief of Department, which, in accordance with Section 4001 of the Rules and Regulations, H50 Assistant Chief Aaron Stevenson, Division 3, has appealed this four-day suspension for the period November 17, 18 and 20, 21, 2004. Assistant Chief Stevenson was suspended for violation of the Rules and Regulations as follows:

Section 906 – Response
Section 2002 – Prompt Performance of Duties
Section 2805 – Leadership
Section 3905 – Unfamiliarity with Rules

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. **Public Comment on all matters pertaining to Closed Session**
There was no public comment. The Commission went into closed session at 5:00 PM.

2. **Reconvene in Open Session**
The Commission reconvened in open session at 5:35 PM

   a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).**

   Commissioner Nakajo moved and Commissioner Makras seconded to report on action taken in closed session.

   Commissioner Conroy reported that the Commission, by unanimous vote, adopted the Findings of Fact prepared by Counsel for the Department, and modified by Counsel to the Commission, and directed the Secretary to issue them

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

Commissioner Makras moved and Commissioner Nakajo seconded not to disclose any discussions during closed session. The motion was unanimously approved.

3. ADJOURNMENT

The Special Meeting was adjourned at 5:40 PM.

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-55

FIRE COMMISSION REGULAR MEETING
Thursday – October 13, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of September 22, 2005, and Special Meeting of September 22, 2005 (3:30 p.m.).

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access[1]
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during September 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 27 through September 9, 2005.

Appointments
Reporting the following PROBATIONARY appointments effective *SEPTEMBER 10, 2005:*

H3 Firefighter/Paramedic

Lori J. Clethen (vice: Clethen's H2 position)
Marifi D. Esteves (vice: Esteves' H2 position)
Nicolette S. Divecchio (vice: ASO Authorized)
Christopher K. Pratt (vice: James Keck, retired)

Reporting the following PROBATIONARY appointments effective *SEPTEMBER 19, 2005:*

H2 Firefighter

Name	*Vice*
Brian D. Barden	John Jaber, retired
Albert A. Berry	John Cingolani, retired
Lukas K. Carter	Jeffrey Malone, retired
Theodore R. Creighton	Joseph Sarracino, retired
Dave B. DeJesus	Jordan Tolbert, resigned
Gaylord A. Gabriel	Alan Hunt, retired
Nancy E. Galvin	Robert Muniz, retired
Nicholas K. Helmer	Robert Postel, retired
Sean J. Juarez	James Vargas, retired
Cristina L. Kosta	Nancy Herbert Galvin, resigned
Eric C. Kwan	Nicholas Helmer, resigned
Craig L. Leong	Robert McDill, retired
Claudia B. Marshall-Dollinger	Claudia Marshall, resigned
Luke R. Michaelis	Michael Koomas, retired
Noel J. Moroney	Peter Gallagher, retired
Gil C. Najarro	Darryl Dair, retired
Timothy J. Neff	Melvin Hayes, retired
Jeremy J. Silva	Roger Francesconi, retired
Joel S. Soto	Dan Garibaldi, retired
Derrick C. Sy	Phillip Fitting, retired
Michael A. Teupel	Joseph Fitzgerald, retired
Tami Turner	Mark Evanoff, retired
James D. Untalan	Valya Kindelvich, resigned
Erik R. Zammarchi	Andrea Davies, resigned

Reporting the following PROBATIONARY appointment effective *SEPTEMBER 26, 2005:*

H2 Firefighter (rehire)

Jana F. Wakefield (vice: William Ang, resigned)

Reporting the following PROVISIONAL appointment effective *SEPTEMBER 26, 2005:*

1220 Payroll Clerk (rehire)

Patricia P. Lu (vice: Carolyn Champagne, promoted)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
O'Callaghan, John J.	H20 Lieutenant	Service	Sep. 12, 2005
Shea, Kevin M.	H2 Firefighter	Service	Sep. 15, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Suspension – Correction
Amending the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 15	2	10-25-05 thru 10-26-05	Sec. 3905 (Unfamiliarity with Rules) GO 97 A-80 (Policy Vehicle Accident Prevention)

(Note: Amending Minutes of 09-08-05, Item 4.A., "Suspensions," to reflect a change in the dates of suspension for H2 Firefighter, Medic 15, from 09-19/09-20-05 to 10-25/10-26-05)

Resignations
Reporting resignations of the following:

H3 Firefighter/Paramedic Robert Toutjian, effective September 15, 2005. (Resigned with satisfactory services. Approximate length of service – five years.)

Probationary H2 Firefighter Craig L. Leong, effective October 4, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves

Reporting leave of absence with pay for H33 Paramedic Captain Pete Howes, for four days, August 29 through September 1, 2005, in order to attend the National Information Officers Conference and the International Tactical EMS Association Conference in San Diego, California. There is no cost to the San Francisco Fire Department. Captain Howes will not be replaced.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Simon, Ramon SSG	H2 FF	09-18-05 thru 09-25-05	8	US Army Res. Camp Parks, CA	Attend Active Duty Training

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	10-01-05 thru 01-04-06	96	US Marine Corps Camp Lejeune, NC	Attend Active Duty Training

(Note: FF Digre is eligible for military leave supplementation only and not full fire department pay for the duration of the leave

4.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 36	05–6–025	8/12/2005	746	B	Bill
Cause:	Struck by vehicle - While parked at an incident, Medic 36 was struck by a rental truck				
EMS RC 1	05–6–026	8/13/2005	926	C	File
Cause:	While assisting with an incident, RC 1 left door unlocked and an unidentified person stole the vehicle, fled the scene, and struck six parked vehicles				
Engine 33	05–6–027	8/13/2005	527	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren and making a left turn, Eng 33 struck a parked vehicle				
Truck 12	05–6–028	8/16/2005	624	A	File
Cause:	Misjudged clearance by tiller - While responding with red lights and siren, the trailer section of Trk 12 struck a retaining wall				
Truck 16	05–6–029	8/23/2005	615	A	File
Cause:	Misjudged clearance by driver - While travelling on Lombard Street, the officer's side mirror of Trk 16 struck the driver's side mirror of a delivery van				
BFP	05–6–030	8/23/2005	49	B	Bill
Cause:	Struck by vehicle - While making a sudden stop for a pedestrian, BFP vehicle was struck by a Ford Explorer				

Truck 19	05–6–031	8/23/2005	612	A	File
Cause:	Driving skill deficiency - While making a sharp U-turn, Trk 19 jackknifed causing damage to Trk 19				
Engine 42	05–6–032	8/23/2005	584	B	File
Cause:	While proceeding to a low-pressure hydrant, Eng 42 rolled over a paramedic's foot				
Rescue 2	05–6–033	8/29/2005	0	A	File
Cause:	Misjudged clearance - While pulling out of a parking space, Res 2 grazed a parked vehicle				
Truck 10	05–6–034	8/31/2005	613	A	File
Cause:	Driving skill deficiency by tiller - While responding with red lights and siren and completing a right turn, Trk 10's trailer section struck a parked vehicle on the opposite side of the street				
Engine 11	05–6–035	9/1/2005	537	A	File
Cause:	Driving skill deficiency - While backing up and realigning forward, Eng 11 made contact with an adjacent vehicle; spotters were posted				

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from September 16, 2005, through October 6, 2005:

1. From Chip Conley, Founder & CEO, Joie de Vivre Hospitality, praising Battalion Chief Brendan Ward and his crews for their work when a gas main was ruptured at the Hotel Vitale, and acknowledging the work of Chief Hayes-White and Mohammed Nuru, Deputy Director, DPW, for their perseverance and on-site help in minimizing disruption to hotel guests. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Sue Flowers, thanking Firefighter/Paramedic Gilbraith and Firefighter Rivieccio for their kindness and consideration during an emergency with her sister, and praising the helpfulness of Dispatch in providing much needed information. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. From Dianne Griffin complaining of hazardous fumes being emitted from her next door neighbor's house due to emissions during furniture manufacturing without a permit. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations and Fire Marshal.

4. From James Jay Ridgeway, President &Co-Founder, Pacific West Productions, thanking the Chief and the Department for their assistance with the successful production of the Inaugural Run to Remember 9-11. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

5. From Andrew Solow proposing a solution to the hydrant problem by replacing all existing outlet caps on the 8,000 standard fire hydrants in San Francisco with reducing couplings at the cost of $2 million instead of installing new hydrants at a prohibitive cost. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

6. From Mary Robinson objecting to the erection of a ski jump on Fillmore Street due to possible problems with road damage, sewer damage, snow melting and damage to landscaping in the area. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

7. From Eugene Chen, UCLA Anderson School of Management, evaluating software for optimizing EMS resources and trying to evaluate the need for software that performs certain functions. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

8. From Greg Clinton, President, Board of Directors, Westwood Park Association, thanking Chief Hayes-White with her and the Department's participation at their annual picnic and acknowledging that her presence helps foster good relations between residents and the Fire Department. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

9. From Kevin Binkert, Owner, Standard Metal Products, Noting that his is one of the last remaining machine shops in San Francisco and offering to help with a solution to the fire hydrant adapter issue facing the city at this time. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

10. From Fyamikepc@aol.com, confirming that all SFFD apparatus have an adapter to enable them to connect to hydrants statewide and suggesting that neighboring fire departments available and able to respond to San Francisco purchase and carry an adaptor for San Francisco hydrants. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

11. From James Corrigan, questioning the integrity of SFFD when it requests "red zones" next to fire stations stating "public safety" for the reason but actually for the use of more private parking spaces for firefighters' private vehicles. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, including hydrants/water supply and disaster preparedness, recent activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from the Emergency Medical Services Division providing an update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

5.B. Fire Commission Resolution 05-6 *[Action]*

Submitting for consideration Resolution 05-6 Rebuilding San Francisco Project.

Action to be taken: Adoption of resolution

5.C. Fire Commission Resolution 05-7 *[Action]*
(Cont'd from Meeting of 09-22-05)

Submitting for consideration Resolution 05-7 honoring former Fire Commissioner Sharon Bretz.

Action to be taken: Adoption of resolution

5.D. Fire Commission Resolution 05-8 *[Action]*

Submitting for consideration Resolution 05-8 revoking authority of the St. Francis Hook & Ladder Society granted in Resolution 532.

Action to be taken: Adoption of resolution

5.E. Fire Commission Resolution 05-9 *[Action]*

Submitting for consideration Resolution 05-9 granting authority to the SFFD Historical Society regarding the Centennial Celebration of the 1906 Earthquake and Fire and the San Francisco Fire Museum.

Action to be taken: Adoption of resolution

5.F. Special Presentation – Open Airways for Schools *[Discussion]*

Fire Rescue Paramedic Jean Duncan

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-55

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 13, 2005 – 6:00 p.m.
698 Second Street, Room 102

DOCUMENTS DEPT.

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Item No.

1. ON ROLL CALL, the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke (Arrived 6:10 p.m.)
Commissioner Victor Makras (Excused 7:00 p.m.)

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Commissioner George Lau was excused for vacation.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

John A. Murphy	Division 2 (Acting)
Audry Lee	Division 3

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of September 22, 2005, and Special Meeting of September 22, 2005 (3:30 p.m.).

Commissioner Nakajo moved and Commissioner Makras seconded. There were no questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during September 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, August 27 through September 9, 2005.

Appointments
Reporting the following PROBATIONARY appointments effective *SEPTEMBER 10, 2005:*

H3 Firefighter/Paramedic

Lori J. Clethen (vice: Clethen's H2 position)
Marifi D. Esteves (vice: Esteves' H2 position)
Nicolette S. Divecchio (vice: ASO Authorized)
Christopher K. Pratt (vice: James Keck, retired)

Reporting the following PROBATIONARY appointments effective *SEPTEMBER 19, 2005:*

H2 Firefighter

Name	*Vice*
Brian D. Barden	John Jaber, retired
Albert A. Berry	John Cingolani, retired
Lukas K. Carter	Jeffrey Malone, retired
Theodore R. Creighton	Joseph Sarracino, retired
Dave B. DeJesus	Jordan Tolbert, resigned
Gaylord A. Gabriel	Alan Hunt, retired
Nancy E. Galvin	Robert Muniz, retired
Nicholas K. Helmer	Robert Postel, retired
Sean J. Juarez	James Vargas, retired
Cristina L. Kosta	Nancy Herbert Galvin, resigned
Eric C. Kwan	Nicholas Helmer, resigned
Craig L. Leong	Robert McDill, retired
Claudia B. Marshall-Dollinger	Claudia Marshall, resigned
Luke R. Michaelis	Michael Koomas, retired
Noel J. Moroney	Peter Gallagher, retired
Gil C. Najarro	Darryl Dair, retired
Timothy J. Neff	Melvin Hayes, retired
Jeremy J. Silva	Roger Francesconi, retired
Joel S. Soto	Dan Garibaldi, retired
Derrick C. Sy	Phillip Fitting, retired
Michael A. Teupel	Joseph Fitzgerald, retired
Tami Turner	Mark Evanoff, retired

James D. Untalan	Valya Kindelvich, resigned
Erik R. Zammarchi	Andrea Davies, resigned

Reporting the following PROBATIONARY appointment effective *SEPTEMBER 26, 2005:*

H2 Firefighter (rehire)

Jana F. Wakefield (vice: William Ang, resigned)

Reporting the following PROVISIONAL appointment effective *SEPTEMBER 26, 2005:*

1220 Payroll Clerk (rehire)

Patricia P. Lu (vice: Carolyn Champagne, promoted)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
O'Callaghan, John J.	H20 Lieutenant	Service	Sep. 12, 2005
Shea, Kevin M.	H2 Firefighter	Service	Sep. 15, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Suspension – Correction
Amending the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H2 Firefighter	Medic 15	2	10-25-05 thru 10-26-05	Sec. 3905 (Unfamiliarity with Rules) GO 97 A-80 (Policy Vehicle Accident Prevention)

(Note: Amending Minutes of 09-08-05, Item 4.A., "Suspensions," to reflect a change in the dates of suspension for H2 Firefighter, Medic 15, from 09-19/09-20-05 to 10-25/10-26-05)

Resignations
Reporting resignations of the following:

H3 Firefighter/Paramedic Robert Toutjian, effective September 15, 2005. (Resigned with satisfactory services. Approximate length of service – five years.)

Probationary H2 Firefighter Craig L. Leong, effective October 4, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leave of absence with pay for H33 Paramedic Captain Pete Howes, for four days, August 29 through September 1, 2005, in order to attend the National Information Officers Conference and the International Tactical EMS Association Conference in San Diego, California. There is no cost to the San Francisco Fire Department. Captain Howes will not be replaced.

Military Leaves
Reporting approval of applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Simon, Ramon SSG	H2 FF	09-18-05 thru 09-25-05	8	US Army Res. Camp Parks, CA	Attend Active Duty Training

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Digre, Michael Corporal	H2 FF	10-01-05 thru 01-04-06	96	US Marine Corps Camp Lejeune, NC	Attend Active Duty Training

(Note: FF Digre is eligible for military leave supplementation only and not full fire department pay for the duration of the leave

4.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 36	05–6–025	8/12/2005	746	B	Bill
Cause:	Struck by vehicle - While parked at an incident, Medic 36 was struck by a rental truck				
EMS RC 1	05–6–026	8/13/2005	926	C	File
Cause:	While assisting with an incident, RC 1 left door unlocked and an unidentified person stole the vehicle, fled the scene, and struck six parked vehicles				
Engine 33	05–6–027	8/13/2005	527	A	File
Cause:	Driving skill deficiency - While responding with red lights and siren and making a left turn, Eng 33 struck a parked vehicle				
Truck 12	05–6–028	8/16/2005	624	A	File
Cause:	Misjudged clearance by tiller - While responding with red lights and siren, the trailer section of Trk 12 struck a retaining wall				
Truck 16	05–6–029	8/23/2005	615	A	File
Cause:	Misjudged clearance by driver - While travelling on Lombard Street, the officer's side mirror of Trk 16 struck the driver's side mirror of a delivery van				

BFP	05–6–030	8/23/2005	49	B	Bill

Cause: Struck by vehicle - While making a sudden stop for a pedestrian, BFP vehicle was struck by a Ford Explorer

Truck 19	05–6–031	8/23/2005	612	A	File

Cause: Driving skill deficiency - While making a sharp U-turn, Trk 19 jackknifed causing damage to Trk 19

Engine 42	05–6–032	8/23/2005	584	B	File

Cause: While proceeding to a low-pressure hydrant, Eng 42 rolled over a paramedic's foot

Rescue 2	05–6–033	8/29/2005	0	A	File

Cause: Misjudged clearance - While pulling out of a parking space, Res 2 grazed a parked vehicle

Truck 10	05–6–034	8/31/2005	613	A	File

Cause: Driving skill deficiency by tiller - While responding with red lights and siren and completing a right turn, Trk 10's trailer section struck a parked vehicle on the opposite side of the street

Engine 11	05–6–035	9/1/2005	537	A	File

Cause: Driving skill deficiency - While backing up and realigning forward, Eng 11 made contact with an adjacent vehicle; spotters were posted

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from September 16, 2005, through October 6, 2005:

1. From Chip Conley, Founder & CEO, Joie de Vivre Hospitality, praising Battalion Chief Brendan Ward and his crews for their work when a gas main was ruptured at the Hotel Vitale, and acknowledging the work of Chief Hayes-White and Mohammed Nuru, Deputy

Director, DPW, for their perseverance and on-site help in minimizing disruption to hotel guests. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

2. From Sue Flowers, thanking Firefighter/Paramedic Gilbraith and Firefighter Rivieccio for their kindness and consideration during an emergency with her sister, and praising the helpfulness of Dispatch in providing much needed information. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

3. From Dianne Griffin complaining of hazardous fumes being emitted from her next door neighbor's house due to emissions during furniture manufacturing without a permit. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations and Fire Marshal.

4. From James Jay Ridgeway, President &Co-Founder, Pacific West Productions, thanking the Chief and the Department for their assistance with the successful production of the Inaugural Run to Remember 9-11. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

5. From Andrew Solow proposing a solution to the hydrant problem by replacing all existing outlet caps on the 8,000 standard fire hydrants in San Francisco with reducing couplings at the cost of $2 million instead of installing new hydrants at a prohibitive cost. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

6. From Mary Robinson objecting to the erection of a ski jump on Fillmore Street due to possible problems with road damage, sewer damage, snow melting and damage to landscaping in the area. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

7. From Eugene Chen, UCLA Anderson School of Management, evaluating software for optimizing EMS resources and trying to evaluate the need for software that performs certain functions. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

8. From Greg Clinton, President, Board of Directors, Westwood Park Association, thanking Chief Hayes-White with her and the Department's participation at their annual picnic and acknowledging that her presence helps foster good relations between residents and the Fire Department. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

9. From Kevin Binkert, Owner, Standard Metal Products, Noting that his is one of the last remaining machine shops in San Francisco and offering to help with a solution to the fire hydrant adapter issue facing the city at this time. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

10. From Fyamikepc@aol.com, confirming that all SFFD apparatus have an adapter to enable them to connect to hydrants statewide and suggesting that neighboring fire departments available and able to respond to San Francisco purchase and carry an adaptor for San Francisco hydrants. Copy: each Commissioner, Chief of Department and Deputy Chief, Operations.

11. From James Corrigan, questioning the integrity of SFFD when it requests "red zones" next to fire stations stating "public safety" for the reason but actually for the use of more

private parking spaces for firefighters' private vehicles. Copy: each Commissioner, Chief of Department and Deputy Chief, Administration.

Commissioner Nakajo moved and Commissioner Makras seconded. There were no questions or discussion and Items A through C on the Consent Calendar were approved or ordered filed as appropriate.

5. REGULAR CALENDAR – NEW BUSINESS

Items 5.B. and 5.C. were taken out of sequence.

5.C. Fire Commission Resolution 05-7 ***[Action]***
(Cont'd from Meeting of 09-22-05)

Submitted for consideration Resolution 05-7 honoring former Fire Commissioner Sharon Bretz.

Commissioner Makras remarked that Sharon Bretz was a great San Franciscan. She had served on the Fire Commission for a number of years, where she had been a trail-blazer. She was a nice person but most importantly she got things done. He considered her passing away not only a personal loss but also a loss for the City.

Chief Hayes-White added that Commissioner Bretz was serving on the Commission when she entered the Department; she also attended the memorial service at City Hall. Chief Hayes-White concurred with Commissioner Makras' remarks and noted that Sharon Bretz had made considerable contributions both to the Fire Department and to the City.

Commissioner Makras moved and Commissioner Nakajo seconded. There were no further questions or discussion and Resolution 05-7 was adopted.

5.B. Fire Commission Resolution 05-6 ***[Action]***

Submitted for consideration Resolution 05-6 "Rebuilding San Francisco" Project.

Commissioner Clarke introduced the Resolution and declared that the project had come to her attention in relation to the 1906 Centennial Celebration. The Building Trade Union and other unions had come together to create a documentary on the actual rebuilding of San Francisco after the 1906 earthquake, with the focus being the workers who rebuilt the City brick by brick. The documentary will be part of the Centennial Celebration and the unions are part of the Committee that is involved with this major celebration.

Commissioner Clarke moved and Commissioner Makras seconded. There were no further questions or discussion and Resolution 05-6 was adopted.

5.A. Chief of Department's Report ***[Discussion]***

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Joanne Hayes-White, Chief of Department, reported on the following issues: (1) the successful implementation of the random on-duty drug and alcohol policy on September 26th. To date, 24 members were tested, with negative results, and the Department is on track to test 20% of the workforce annually; (2) the ski jump event in District 5 ended without any major incidents even

though she had concerns about the actual structure. She acknowledged Captain James Lee's initiative and professionalism as the incident commander of this unusual event.

(3) Chief Hayes-White assured the Commission that San Francisco has a sophisticated and robust water supply system with many built-in redundancies and, actually, has two systems. One is the low-pressure system with 8,000 hydrants which is the domestic water supply. The high-pressure system, with 1800 hydrants, is dedicated to fire suppression. In addition, there are storage tanks, underground cisterns, portable hydrants and the fire boats. She considers San Francisco to be a model of water supply systems. Department procedures prescribe that in a request for mutual aid, which San Francisco in its long history never yet had made, all arriving engines would be assigned to a staging area and would interact with someone from the San Francisco Fire Department, At that time, they would be issued adaptors and given the Department's strategy and tactics and equipment would be checked for compatibility.

(4) The issue of sirens, particularly, the excessive use of air horns, has come in question in the Tenderloin corridor, which has one of the highest call volumes in the City. The Department is concerned since some valid points have been made bycommunity members and may launch a pilot program shortly; (5) in reference to the EMS reconfiguration, the Department successfully re-opened the MOU and has reached agreement with Local 798 on an amendment of the H3 job classification only for new members to the Department; (6) the 111th class, consisting of 24 members, is in its fourth week at the Division of Training but had two members resign.

(7) The Department participated in a large-scale exercise disaster exercise called Fast Track coordinated by the Office of Emergency Services (OES). One scenario dealt with an explosive device at Fourth and Mission, where crews went through the motions of responding and then strategizing on how to handle such a situation, when another situation unfolded as an explosive device went off at Pine and Montgomery. The Department deployed its Operations Center, with Chief Kochevar overseeing it and making operational decisions based on multiple incidents occurring in the City. Chief Massetani and Captain Howes where in a situation room and would report to the policy group as events unfolded. The policy group consisted of heads of large departments, including the Fire and Police Chiefs, the Mayor, the Mayor's Chief of Staff, the Controller, the Chief Administrative Officer and the head of DPW. All departments worked closely and collaboratively together. A regional exercise will take place on November 15th in Oakland, at that time San Francisco will provide mutual aid. Next year the regional exercise will take place in San Francisco and the year after in San Jose.

(8) Numerous members of the Department had wished to help with Hurricane Katrina disaster but until FEMA requested the Department's help no one could be deployed. Finally FEMA requested aid, and 17 teams of two were deployed to the Gulf Coast Region between September 10th and 12th. The teams had various assignments and the Department is proud of their efforts. Various letters of appreciation and cards were received and the Chief read from two of them, in which they thanked the *". . . wonderful, generous, and hard-working young men of the San Francisco Fire Department who made our work a little easier. My husband and I are 87 years old . . . Katrina flooded our house and blew down a huge pecan tree in our backyard. Eight young men from your fine Fire Department helped cut it up for pickup. Special thanks to Mark Kearney, Mike Reynolds, George Smith, Mike Walsh, Eric Leal, Ken Cordero, Karl Selchau and David Aymerich . . . we were so blessed to have them help us and so many others in Mississippi. We will never forget their kindness".* There was a similar letter that came attached to a package of eight pecan pies with the member's name on them. The Chief commended the efforts of all members that were deployed.

(9) The story in the SF Examiner regarding brown-outs was partially accurate but had major inaccuracies in the chart that showed response times. The response times reported in the article

where in fact the 90th percentile and not the average, which would have indicated that a response time of 25% less in minutes and seconds.

She reminded the Commission that there were four reasons why the first due engine would not respond: (a) browned-out, (b) in training, (c) another active call, and (d) being serviced or repaired. Chief Hayes-White agreed with the article that there is an adverse impact on response time and noted that if 10% of resources are out of services an impact will be seen. Fortunately, to date, the Department has not seen a great loss in property, particularly loss of life, due to brown-outs.

REPORT FROM OPERATIONS
Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, reported that for September the Department responded to 5,150 calls of which 3,189 (62%) were Code 3 and 1,961 (38%) were code 2 calls, with Rescue Captains monitoring 875 (17%) of these cases directly. The Department had an average of 19 24-hour ambulances and 21 ALS engines on duty.

The Department continues to exceed response time guidelines for (1) first paramedic unit (ALS engine) on scene at 5 minutes, 57 seconds; (2) first ALS ambulance on scene for Code 3 (life threatening) in 8 minutes and 42 seconds and Code 2 (non-life threatening) in 14 minutes and 1 second. The Department is still experiencing some difficulties meeting the standard of 4 minutes and 30 seconds in certain battalion districts with first defibrillator on scene but the response times are improving.

Chief Ortiz-Schuldt noted that there were 21 unusual occurrences, mostly related to destination and interpersonal exception reports. Seven cases were closed and currently a total of 27 cases remained open.

The Homeless Outreach Team is making 8 to 10 contacts per day and, under Captain Niels Tangherlini's supervision, is aggressively seeking out homeless clients and trying to get them into social services. Dr. Brown has enthusiastically supported the program since it identifies clients that use the 911 system at an alarming rate and tries to get them into other services. Six people have been placed into 21-day detox programs. Captain Tangherlini has been interviewed by the Chronicle and National Public Radio regarding this innovative program unique to San Francisco.

Chief Ortiz-Schuldt praised the efforts of Chief Siragusa and his staff in training over 650 members during September in the (1) department-wide module in Burns, Body Mechanics and Inhalation Injuries, and (2) battalion-based neurological module that dealt with Strokes and Seizures. In addition, training of the 109th class was concluded in anticipation on their engine rotation in the near future.

John Brown, M.D., Medical Director, EMSA, informed the Commission that there was good progress on the Quality Assurance Audit and the final draft of the QI plan is almost completed. He was satisfied with rapid closure of the incident management reports (unusual occurrences) due to the close collaboration between his staff and the QI staff in the EMS Division.

Dr. Brown was pleased to work with Chief Hayes-White and several Supervisors, from San Francisco and San Mateo counties, in attempting to resolve prolonged responses in the southwest portion of the City, especially by the Olympic Club. A pilot program will be tried that pools the resources of San Francisco and Daly City to achieve a quicker response time, especially getting a defibrillator to the patient's side.

In closing, Dr. Brown noted that progress has been made on the EMS component of disaster preparedness. Many good lessons were learned by the Department as it participated in the Fast Track exercise this past week.

Commissioner Nakajo, referring to statements made by a group of emergency physician's who appeared before the Commission at the last meeting, wished to know if better communications have been established between that group and the Department and, also, the EMSA.

Dr. Brown responded that he had discussed the matter with Chief Hayes-White and Chief Ortiz-Schuldt and believed the best way would be to obtain their input into the quality improvement system since the biggest value would be their expertise on the quality of patient care from the hospital provider's perspective. Their input would be valuable on the Quality Improvement Committee that is being formed and also the EMS Advisory Committee, in addition to feedback in terms of recommendations on training. Marshal Isaacs, M.D., SFFD Medical Director, added that he and the Chief were coming to the monthly meeting of the SFEPA (San Francisco Emergency Physicians Association) to present the details of the QI plan to them and gather their input. Furthermore, Dr. Brown will be asking their advice whether or not the City should move in the future to a national accreditation system.

Commissioner Nakajo also wished to know how the reconfiguration had been progressing. Chief Ortiz-Schuldt responded that over the past month the Department was involved in labor negotiations with Local 798 and that a conceptual agreement has been reached. The job announcements have actually been posted on the Department's and Department of Human Resources' websites, and applications from paramedics will be accepted on October 27th. A town hall meeting has been planned for the near future, as well as an open house for those who would like to join the San Francisco Fire Department as prospective employees.

Commissioner Conroy remarked that he shared Commissioner Nakajo's concerns about the number and level of emergency physicians that came to speak. He noted that the first issue of the group was to have better communications and more input; both are being addressed. The other issue dealt with quality of care diminishing since 1996. He wondered whether either Dr. Brown or Dr. Isaacs would comment on this issue.

Dr. Brown stated that he could provide a regulator's perspective. He believed that many of the measures of quality of EMS in the City have improved over the last nine years. There are more ambulances on the street, more highly trained personnel and a greater number providing care, and more innovation, in terms of programs. He thought that the on-going issue that the providers in emergency departments of a hospital had was the issue of accountability. If there was a problem, how was it followed up and how were the individuals that were involved in the problem, and if it was substantiated, either retrained and re-checked to see that they have come up to standard or, if not, appropriately disciplined. Dr. Brown noted that in the accountability area some of the changes and issues are not quite clear and that, he believed, was what the emergency department providers reacted to on an almost visceral level. Chief Ortiz-Schuldt added that he did not think the Department was doing that poorly since last year out of 72,000 calls only 15 incident managements occurred that could have had a potentially poor outcome.

Dr. Isaacs explained that his colleagues do not have a global sense but only a sense of patients that are brought to them one-by-one. He reminded everyone that only ten years ago it took 15 minutes to get a paramedic to most patients and in the early morning there were only five ambulances for the entire city, which was unacceptable. From a global perspective, the Fire Department has improved the delivery of EMS but 24-hour shifts and the demands on the paramedics, EMTs and firefighters has led to challenges on some individual patients. He believed that it was this that which brought out the frustration in the emergency physicians.

REPORT FROM OPERATIONS (Continued)
Richard Kochevar, Deputy Chief, Operations, reported that for the period from September 8 to October 12, 2005, there were four Greater Alarms and 37 working fires. The Greater Alarm fires resulted in: (1) a total of $1,850,000 in Damages; (2) $750,000 in property damage; (3) $260,000 in content damage; (4) $600,000 in exposure property damage; (5) $290,000 in exposure content damage; (6) five civilians injured and three civilian fatalities; (7) six firefighter injuries and no firefighter fatalities; and (8) 53 people were displaced.

Chief Kochevar provided a summary of the PG&E Transformer incident at Kearney and Post Streets. The preliminary report issued by Engineering Systems, Inc. indicated that the event occurred due to moisture within the transformer. The report describes in detail how the transformer failed and led to the event. Arcing within the transformer created conditions causing heat and gas within the vault, which when ignited, produced the explosion.

Chief Kochevar announced that Battalion Chief Ed Arce has been assigned as the Combined Charities leader for the Department. Application forms and information have been distributed to the field. The Department looks forward to a good response from members for this worthy cause.

Furthermore, the Department continues to identify and develop forms to be placed on the "reports" computer for standardization and uniformity. Development of the Performance Appraisal form into the PeopleSoft records system is under discussion and may be possible in time for the December due date. Mayor Newsom has requested 100% compliance in regards to Appraisal completion and having the reports within PeopleSoft will lead to better accountability.

The post-fire analysis is for the 395 Capp Street fire is being completed by Assistant Chief Cardinale. The investigation of the injuries incurred by firefighters is on-going by the Department Safety Officers and should be completed shortly.

Chief Kochevar and Chief Hayes-White attended a meeting of the Community Leadership Alliance Democratic Collaborative at the Tenderloin police station regarding the use of sirens and air horns. Reduced air horn use was again requested. The topic is under constant discussion in meetings between Deputy Chief Kochevar and the Division Chiefs. Several options are being discussed in regard to the use of the air horn.

In closing, Chief Kochevar noted that Fire Chiefs from South San Francisco, North County Fire and the Piedmont Fire Department have volunteered information regarding the hydrant reducer issue. All three chiefs indicated that it does not present a problem to their departments and is not an issue. Chief White, South San Francisco, noted that his department had carried adapters for the San Francisco's 3" hydrants on their apparatus for the past 23 years.

Discussion ensued with Commissioners making comments and asking questions and Chief Hayes-White and staff responding.

Commissioner Conroy wished to know about "staging" and to whom the request is made for mutual aid.

Chief Hayes-White responded that the areas for staging remain fluid and are dependent on the nature and location of the emergency, but that it does require a large area to accommodate numerous big apparatus. When the Department would make a call for mutual aid, it is requested from Region 2 and coordinated by Region 2 and they would be responsible for issuing the directives.

Commissioner Nakajo was concerned about disaster preparedness, especially in Japantown, where he worked and lived. He considered NERT to be a model for citizens to become prepared for disasters but there was no NERT coordinator in his District. In reference to the recent Fast Track city-wide exercise, Commissioner Nakajo suggested that perhaps there should be some exercises or drills with citizens participating.

PUBLIC COMMENT
Michael Braun, Central Shops, CCSF, stated that he is in charge of the Central Shops facility that is responsible for repairs to vehicles of the Fire Department. He pointed out that often the vehicles that are browned out are out of service already for repairs or maintenance, which minimizes the brown out. He also mentioned that there are several possibilities to modify air horns on apparatus and that he will look into it.

Larry Bradshaw, H1 Representative, Local 790, stated that Local 790 is supportive of the EMS reconfiguration but disagrees with the implementation model. The Department has chosen a modified H3 Firefighter/Paramedic classification to represent the new paramedics and EMTs. He believed this to be a deliberate attempt to sidestep Local 790. Local 790 has represented ambulance transport paramedics in San Francisco over 40 years. The union believes that this classification belongs in the bargaining unit of Local 790 and will challenge it. Mr. Bradshaw noted that the challenge should not in any way delay the implementation. He believed that Local 790 will prevail in the end. In addition, Mr. Bradshaw believed that the short two week recruiting effort and one day only application process will have a negative impact on recruiting a diverse group of applicants.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5.D. Fire Commission Resolution 05-8 ***[Action]***

Submitted for consideration Resolution 05-8 revoking authority of the St. Francis Hook & Ladder Society granted in Resolution 532.

President Conroy stated that there had been previous discussion regarding revoking the authority of the St. Francis Hook and Ladder Society. To this end, he had asked the City Attorney to prepare this resolution and the next one. He added that he endorsed the resolution and believes that it should be passed.

Commissioner Nakajo also supported the resolution but noted that item number two stated that all Fire Department property should be a relinquishing and transferred to the Fire Department. He emphasized the support of the Commission in trying to identify and return any artifacts to the Fire Museum.

Commissioner Conroy moved and Commissioner Clarke seconded. There were no further questions or discussion and Resolution 05-8 was adopted.

5.E. Fire Commission Resolution 05-9 ***[Action]***

Submitted for consideration Resolution 05-9 granting authority to the SFFD Historical Society regarding the Centennial Celebration of the 1906 Earthquake and Fire and the San Francisco Fire Museum.

President Conroy remarked that the members of the SFFD Historical Society had come willingly forward to assume the work of preserving the history of the San Francisco Fire Department. He stated that he is grateful to these committed individuals and has full confidence that they will be inclusive and that the Department and the Commission will be proud of their work.

Commissioner Nakajo again pointed out that on page two, item three, of this Resolution it refers to the transfer of custody and control by the Fire Commission of the Fire Department's historical artifacts to the SFFD Historical Society, subject to the right of the Fire Commission or the Chief of Department to recall any such items for use by the Department at any time for any reason. The ownership of these items shall remain with the Fire Department. He thanked Paul Barry and the Historical Society for the comprehensive presentation at the last Fire Commission meeting.

Chief Hayes-White remarked that she was pleased with the new arrangement, especially in view of the upcoming Centennial Celebration. She noted that the Board of Directors was comprised of nine people – three active members of the Department, three retired members, and three civilians. She wished to thank them for their commitment and their enthusiasm acknowledged their presence at this meeting.

PUBLIC COMMENT
Jack McCloskey, Retired Captain, SFFD, recounted the formation in 1972 of the St. Francis Hook and Ladder and the Fire Museum to preserve the fire history of San Francisco. He noted that over the years, everything went well but the past few years the organization became dormant. Mr. McCloskey was pleased to report that the new organization that has been formed, SFFD Historical Society, will participate in the 100th Anniversary Celebration of the 1906 earthquake with numerous activities planned, such as a parade of apparatus including horse-drawn steamers to Lotta's Fountain, a Fireman's Ball, a sanctioned muster and raising the Great Water Tower. The SFFD Historical Society is excited about the Celebration and appreciated the endorsement and support of the Commission.

James Green remarked that he was pleased to be part of the new organization and believed that with the Department's help and the Commission's support, it will be a success. He noted that by trying to maintain the history of the Department, it has a positive effect on morale and is good for the City as a whole.

In response to a question from the audience whether membership was open to the rank and file of the Department, the response by a member of the organization was that it was open to anyone who wishes to join, from every walk of life, civilian or firefighter, was welcome to join the organization.

Commissioner Nakajo wished to acknowledge President Conroy for his hard work and oversight of this particular project. When he was President of the Commission, he had asked Commissioner Conroy to take on this assignment and he was happy to see that after a few years, it has finally reached such a satisfactory conclusion.

Commissioner Conroy moved and Commissioner Clarke seconded. There were no further questions or discussion and Resolution 05-9 was adopted.

5.F. Special Presentation – Open Airways for Schools *[Discussion]*

Jean Duncan, Fire Rescue Paramedic, informed the Commission that *Open Airways for Schools* is a program that she and six other H1 colleagues have been involved in. The program was the brainchild of Captain Niels Tangherlini who developed it and trained the others to become facilitators for the program.

Ms. Duncan stated that *Open Airways for Schools* is an innovative school-based asthma education program designed to help children between the ages of 8 – 11 manage their asthma so that they can spend more time in the classroom and less time in the emergency room. The incidence of pediatric asthma has increases nationally over the past ten years. Approximately five million children under the age of 18 are afflicted with asthma. It is the most common childhood disease and the most common reason for school absenteeism. Approximately 16% of children in the Bayview Hunters Point area have asthma, and in 2002 three children from San Francisco died due to asthma.

The *Open Airways for Schools* program teaches children with asthma the skills that they need to manage their asthma on a daily basis. The program consists of six 40-minute interactive lessons. The lessons are taught by volunteers and school district nurses. The lessons utilize group discussion, group play, role play, games, stories, and drawings to involve all the children in the learning process. It provides a small group setting where children can safely discuss their feelings. It also provides a supportive group where the children can work out an array of problems associated with having asthma.

The actual *Open Airways for Schools* curriculum was developed by Columbia University and is an initiative of the American Lung Association. A pilot study revealed that children who completed the program improved their school performance and had fewer asthma attacks. The Centers for Disease Control has recognized *Open Airways for Schools* as a "scientifically proven asthma intervention"

The goal of the program is to provide *Open Airways for Schools* to elementary schools throughout San Francisco but since lower income children have a higher incidence of asthma, schools were chosen in those communities – mostly in the Mission District and Bayview Hunters Point and one school in the Haight.

Ms. Duncan reviewed each of the six lessons for the Commission and remarked that there is a party at the end of Lesson Six. The children receive a T-shirt titled "Asthma Expert" and party food is served. The highlight of the party is when Chief Hayes-White makes an appearance, which she has managed to most of them, and hands out the certificates. Ms. Duncan extended an invitation to the Commission to attend a graduation or even just to come and observe a class.

In closing, Ms. Duncan showed slides of children's drawings before they participated in the *Open Airways for Schools* program and after. The before slides clearly showed in the children's drawings of themselves how they felt about having asthma: "I hate it! I hate it!", "I'm choking! Help me!" and "I'm going to die". After graduating from the *Open Airways for Schools* program, the children's drawings reflected happy faces with "I am happy" sayings.

Commissioner Conroy thanked Ms. Duncan for her excellent presentation and commended her and her H1 colleagues for the work they were doing, which was great for the children and their families but also reflected positively on the Department and showed the work that the Department is doing for the community.

Please note: A copy of the Open Airways for Schools program's six lessons is attached.

PUBLIC COMMENT
Donna Ewald Huggins remarked that she had come to the meeting to hear about the SFFD Historical Society and was pleased by the positive outcome. She exclaimed that she was very happy that she stayed and heard the excellent presentation on asthma. She has asthma and

only learned as an adult how to control it. She considered the *Open Airways for Schools* to be excellent and volunteered to help with the program.

6. ADJOURNMENT

Prior to adjournment, President Conroy adjourned the meeting in honor of three retired members of the Department who recently passed away: Retired Lieutenant Joe Fitzpatrick, Retired Incident Support Specialist Larry Murray and Retired Firefighter Mike Neighton.

There being no further business to come before the Commission, the meeting was adjourned at 8:55 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

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Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05-6

WHEREAS, the story of the rebuilding San Francisco is a critical part of the lessons in putting San Francisco back on it's feet; and

WHEREAS, the Fire Department and the firefighters of San Francisco played a heroic role in defending the city of San Francisco after the earthquake and helping to stop any further fires; and

Whereas, the story of the rebuilding of San Francisco after the earthquake and the role of the San Francisco Firefighters and San Francisco Fire Department has yet to be told in a documentary film; and

WHEREAS, the *Rebuilding San Francisco Project* will in part tell the story of the rebuilding of San Francisco including the role of San Francisco firefighters and the San Francisco Fire Department; now, therefore, be it

RESOLVED, the Fire Commission endorses and supports the *Rebuilding San Francisco* Project and encourages participation by historians and others in the project.

Adopted at the Regular Meeting of the San Francisco Fire Commission on October 13, 2005.

Ayes: Conroy, Nakajo, Clarke, Makras
Absent: Lau

_____
Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
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SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05-7

WHEREAS, Sharon Bretz was appointed to the San Francisco Fire Commission in April 1988 and served until February 1992; and

WHEREAS, Sharon Bretz aggressively championed policies and practices to welcome the broadest spectrum of qualified citizens, including women and minorities, to apply for, staff, and contract with the SFFD, and to encourage the Department's participation in the Gay Pride Parade; and

WHEREAS, Sharon Bretz was a leader in creative problem solving regarding personnel matters such as resolving multiple racial harassment claims and strengthening the Department's enforcement of professional standards; and

WHEREAS, Sharon Bretz led the effort to recognize and award Federal Fire Fighters for their hard work in the Loma Prieta Earthquake and argued to maintain high standards for the hiring of San Francisco Fire Fighters; and

WHEREAS, Sharon Bretz valiantly advocated for progressive emergency response systems including a Neighborhood Emergency Response Team (NERT), an updated Computer Aided Dispatch (CAD) System, and Emergency Medical Response training for all San Francisco Fire Fighters; and

WHEREAS, Sharon Bretz spearheaded the fundraising effort to purchase a second fireboat named "Guardian"; and

WHEREAS, Sharon Bretz demonstrated her absolute commitment to the physical and mental welfare of San Francisco Fire Fighters by inquiring into the development of regional training and response to Critical Incident Stress Debriefing, by helping to establish Post Traumatic Stress Disorder peer counseling for San Francisco Fire Fighters and by taking the lead in drafting a progressive substance-abuse policy for the SFFD; now, therefore, be it

RESOLVED, that the Fire Commission gratefully honors Sharon Bretz for her service and dedication to the San Francisco Fire Department and to the people of San Francisco.

Adopted at the Regular meeting of the San Francisco Fire Commission on October 13, 2005.

Ayes:
Nays:
Absent:

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Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

'al A. Conroy, *President*
ohen A. Nakajo, *Vice President*
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SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05-8

Revoking Authority of the St. Francis Hook & Ladder Society Granted in Resolution 532

WHEREAS, in 1979 the San Francisco Fire Commission in resolution 532, dated April 18, 1979 granted the St. Francis Hook & Ladder Society, a non-profit corporation, the custody and control of all items of fire apparatus, equipment and appliances, documents and photographs relating to the history of the San Francisco Fire Department; and

WHEREAS, such resolution designated the St. Francis Hook & Ladder Society as the historical section of the San Francisco Fire Department; and

WHEREAS, such resolution also granted the St. Francis Hook & Ladder Society the right and obligation to operate the San Francisco Fire Department Museum, including the right to sell gifts at the Museum; and

WHEREAS, the Museum is still in operation but is staffed entirely by volunteers and does not appear to be operated by the St. Francis Hook and Ladder Society; and

WHEREAS, the President of the San Francisco Fire Commission and the Chief of the San Francisco Fire Department in 2005 sent letters to various organizations requesting an inventory of historical items related to the San Francisco Fire Department for planning purposes; and

WHEREAS, one of those letters was sent to the President of the St. Francis Hook & Ladder Society; and

WHEREAS, neither the Department nor the Commission have received a response to such communication from the St. Francis Hook & Ladder Society; and

WHEREAS, neither the Department nor the Commission has otherwise received any communication from the St. Francis Hook & Ladder Society for over a year; and

WHEREAS, upon review of California Secretary of State public information it appears that the St. Francis Hook & Ladder Society has been suspended as a corporation; now, therefore, be it

RESOLVED that

1. The San Francisco Fire Commission revokes all the authority it granted to the St. Francis Hook & Ladder Society in its resolution 532, including the authority to operate the Museum and maintain custody and control of historical artifacts belonging to the San Francisco Fire Department; and

2. The St. Francis Hook & Ladder Society and its officers, members, agents, volunteers and employees shall immediately relinquish to the San Francisco Fire Department all property in its possession belonging to the San Francisco Fire Department, including the keys to access the Fire Museum.

Adopted at the Regular Meeting of the San Francisco Fire commission on October 13, 2005.

Ayes: Conroy, Nakajo, Clarke, Makras
Absent: Lau

_____
Tania Bauer, Commission Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

l A. Conroy, *President*
ohen A. Nakajo, *Vice President*
mentine Clarke, *Commissioner*
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SAN FRANCISCO FIRE COMMISSION

RESOLUTION 05-9

Granting Authority to the SFFD Historical Society regarding the Centennial Celebration of the 1906 Earthquake and Fire and the San Francisco Fire Museum

WHEREAS, the 100 year anniversary of the 1906 Earthquake and Fire is approaching; and

WHEREAS, the San Francisco Fire Commission and the Chief of the San Francisco Fire Department wish to honor this event through a commemorative celebration; and

WHEREAS, the SFFD Historical Society is a non-profit organization existing under the laws of the State of California; and

WHEREAS, the SFFD Historical Society is actively working to preserve the artifacts and history of the San Francisco Fire Department (SFFD or Department); and

WHEREAS, the SFFD Historical Society presented to the Commission plans for a Centennial Celebration of the 1906 Earthquake and Fire; and

WHEREAS, the SFFD Historical Society wishes to obtain the authority to care for and use the SFFD's historical artifacts both in anticipation of the Centennial Celebration, and permanently, to promote awareness and understanding of the SFFD's history; and

WHEREAS, the SFFD Historical Society wishes to operate the SFFD Fire Museum for the benefit of the residents and visitors to the City and County of San Francisco, both in the anticipation of the excitement generated by the Centennial Celebration and permanently; and

WHEREAS, the San Francisco Fire Commission believes that the SFFD Historical Society is able and willing to perform these functions; now, therefore be it

RESOLVED, that

1. The San Francisco Fire Commission fully supports and endorses the SFFD Historical Society's plans for a celebration of the Centennial of San Francisco's 1906 earthquake and fire, as presented to the Fire Commission on September 22, 2005.

2. The San Francisco Fire Commission grants the SFFD Historical Society the authority to utilize the historical artifacts belonging to the San Francisco Fire Department in the Centennial Celebration scheduled for April 2006 in a manner that provides access and education to the public, yet preserves the artifacts.

3. The San Francisco Fire Commission transfers custody and control of the Fire Department's historical artifacts to the SFFD Historical Society, subject to the right of the Commission or the Chief of the Fire Department to recall any such items for use by the Department at any time and for any reason. The ownership of these items shall remain with the Fire Department.

4. The San Francisco Fire Commission authorizes the Chief of the Fire Department to enter into an operating agreement for the San Francisco Fire Museum with the SFFD Historical Society. Such agreement shall include the following provisions:

   a. The SFFD Historical Society shall be required to remain an active non-profit entity in good standing with the Franchise Tax Board and the Secretary of State.

   b. Membership in the SFFD Historical Society shall remain open to all persons.

   c. The SFFD Historical Society shall keep the artifacts belonging to the Fire Department either on public display, or if that is not feasible, in a safe and secure location accessible to the Chief and/or the Chief's authorized representative.

   d. All monetary gifts or donations made to the Fire Department shall be placed in the City treasury.

   e. The SFFD Historical Society shall provide an inventory and accounting to the Commission and Chief four times a year, approximately every 90 days of (1) the items belonging to the SFFD that are in its custody and control, (2) its expenditures and income; (3) the expenditures and income of the SFFD Museum; and (4) any gifts it receives and expenditures made from monetary gifts. Such accounting shall include information as to the physical location of any and all of the Fire Department's property.

   f. The SFFD Historical Society shall provide to the Commission and the Chief a copy of its by-laws, and any amendments thereto as soon as the Board of Directors adopts them, and abide by its by-laws in the conduct of meetings and elections of officers. Such by-laws shall include annual or semi-annual election of officers.

   g. The SFFD Historical Society shall provide copies of all minutes of its Board meetings to the Commission within 30 days of its meetings.

   h. The SFFD Historical Society shall provide and keep up to date contact information for its Board members.

   i. The SFFD Historical Society shall use its best efforts to promote the preservation of and educate the public about the San Francisco Fire Department's history.

Adopted at the Regular Meeting of the San Francisco Fire Commission on October 13, 2005.

Ayes: Conroy, Nakajo, Clarke, Makras
Absent: Lau

_____
Tania Bauer, Commission Secretary

Open Airways

for schools

Open Airways For Schools
AMERICAN LUNG ASSOCIATION.

Description *Open Airways for Schools* is an innovative school-based asthma education program designed to help children with asthma, ages 8-11, manage their asthma so they spend more time in the classroom and less time in the emergency room.

Curriculum *Open Airways for Schools* teaches children with asthma the skills they need to manage their asthma on a daily basis. The program consists of six 40-minute interactive lessons. The lessons are taught by volunteers and school district nurses.

Open Airways for Schools incorporates games, stories, role-play and group discussion to ensure children's active involvement in the learning process. The small group setting enables children to discuss their feelings about asthma and to work together to solve problems they face in managing their asthma. Children develop the take-charge attitude that they need to acquire new skills.

The *Open Airways for Schools* curriculum was developed by Columbia University. A pilot study revealed that **children who completed the program improved their school performance and had fewer asthma episodes.** The Centers for Disease Control and Prevention (CDC) has recognized *Open Airways for Schools* as a "scientifically proven asthma intervention".

Parents and Teachers Children receive take-home handouts to complete with their parents during the *Open Airways for Schools* program. The handouts increase family communication about asthma and to encourage children to rehearse new skills at home.

If requested, school personnel will receive a presentation on asthma during a faculty meeting. The presentation will provide a basic overview of asthma and suggestions on how to create a safe, healthy and supportive school environmental for children with asthma.

Our Goal Our goal is to provide *Open Airways for Schools* to elementary schools throughout San Francisco. Because asthma disproportionately affects lower income children, schools that serve these children will be given priority.

The School Health Programs Department Asthma Project is working with the American Lung Association of San Francisco & San Mateo Counties to: provide trained instructors (school district nurses and community volunteer) who will teach the curriculum; supply all curriculum materials; provide technical assistance; and offer an in-service on asthma for school personnel.

Please Call

242-2615
Asthma Project Coordinator
School Health Programs Department
San Francisco Unified School District
1515 Quintara, Street
San Francisco, CA 94116

Healthy Kids
Healthy San Francisco

Asthma Action Plan

AMERICAN LUNG ASSOCIATION.

General Information:

- Name _____
- Emergency contact _____ Phone numbers _____
- Physician/Health Care Provider _____ Phone numbers _____
- Physician Signature _____ Date _____

Severity Classification

- ○ Mild Intermittent ○ Moderate Persistent
- ○ Mild Persistent ○ Severe Persistent

Triggers

- ○ Colds ○ Smoke ○ Weather
- ○ Exercise ○ Dust ○ Air Pollution
- ○ Animals ○ Food
- ○ Other _____

Exercise

1. Pre-medication (how much and when) _____
2. Exercise modifications _____

Green Zone: Doing Well

Peak Flow Meter Personal Best =

Symptoms

- Breathing is good
- No cough or wheeze
- Can work and play
- Sleeps all night

Control Medications

Medicine	How Much to Take	When To Take It

Peak Flow Meter

More than 80% of personal best or _____

Yellow Zone: Getting Worse

Contact Physician if using quick relief more than 2 times per week.

Symptoms

- Some problems breathing
- Cough, wheeze or chest tight
- Problems working or playing
- Wake at night

Continue control medicines and add:

Medicine	How Much to Take	When To Take It

Peak Flow Meter

Between 50 to 80% of personal best or

_____ to _____

IF your symptoms (and peak flow, if used) return to Green Zone after one hour of the quick relief treatment, THEN

- ○ Take quick-relief medication every 4 hours for 1 to 2 days
- ○ Change your long-term control medicines by _____
- ○ Contact your physician for follow-up care

IF your symptoms (and peak flow, if used) DO NOT return to the GREEN ZONE after 1 hour of the quick relief treatment, THEN

- ○ Take quick-relief treatment again
- ○ Change your long-term control medicines by _____
- ○ Call your physician/Health Care Provider within _____ hours of modifying your medication routine

Red Zone: Medical Alert

Ambulance/Emergency Phone Number:

Symptoms

- Lots of problems breathing
- Cannot work or play
- Getting worse instead of better
- Medicine is not helping

Continue control medicines and add:

Medicine	How Much to Take	When To Take It

Peak Flow Meter

Between 0 to 50% of personal best or

_____ to _____

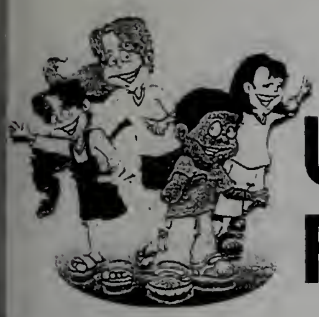
Go to the hospital or call for an ambulance if

- ○ Still in the red zone after 15 minutes
- ○ If you have not been able to reach your physician/health care provider for help
- ○ _____

Call an ambulance immediately if the followin danger signs are present

- ○ Trouble walking/talking due to shortness of breath
- ○ Lips or fingernails are blue

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Using a Peak Flow Meter

A peak flow meter measures how well you are breathing. You can use it to find out if your airways are getting tighter. It works even before you have signs of a flare-up, like coughing or wheezing.

How to Use a Peak Flow Meter

Follow these steps to use a peak flow meter.

1
- Slide the marker to 0.
- Stand up.
- Hold the meter in one hand. Keep your fingers away from the numbers.

2
- Take a big breath with your mouth open.
- Quickly close your lips around the tube. Do not put your tongue in the hole.
- Blow once, as fast and as hard as you can.

3
- Take the meter out of your mouth.
- Find the number where the marker stopped.
- Mark this number on your peak flow tracking sheet.

4
- Slide the marker back to 0.
- Do the test 2 more times.
- Mark each number on your peak flow tracking sheet.
- Then circle the highest number. This is your peak flow number today.

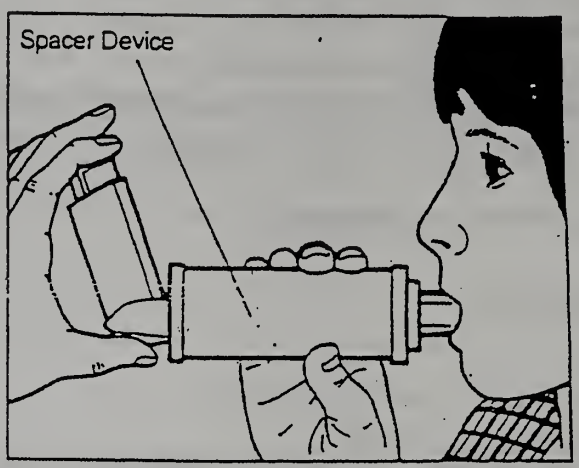


Notes

This information is not intended as a substitute for professional medical care. Always follow your healthcare provider's instructions.
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62292T
0111
GlaxoSmithKline

How to Use a Spacer

Using a spacer helps you to get more medicine into your airways. Without a spacer, the medicine will sometimes end up on your tongue or on the back of your throat.



From Plaut, Thomas F., *One Minute Asthma: What You Need to Know.*
©1992, Pedipress, Inc. Used with permission.

1 Shake your inhaler well. Put your inhaler on your spacer.

2 Breathe out normally.
Then put the mouthpiece in your mouth. Close your lips around it.

3 Press down 1 time on the inhaler. This gives you 1 puff of medicine
Breathe in SLOWLY and DEEPLY through your mouth.
Hold your breath while you count slowly to 10 in your head.

4 Take the mouthpiece out of your mouth.
Breathe out slowly through your lips.

5 If your doctor or nurse has prescribed 2 puffs, wait 1 – 2 minutes then repeat steps 2 through 4.

Source: National Asthma Education and Prevention Program, 1991, Managing Asthma: A Guide for Schools.



Asthma Medicines

Most people with asthma take medicines. There are 2 types: control and quick-relief. Most people use at least one of each. Your doctor can explain how medicines may help you. You'll also learn how and when to take them.

Using Control Medicines

Take your control medicine each day. Do this even if you feel fine. This type of medicine helps keep asthma under control. It helps reduce the chances of having a flare-up.

Control medicines can reduce airway swelling and relax the muscles that tighten around the airways.



Using control medicines helps prevent asthma flare-ups.

Using Quick-Relief Medicines

Take your quick-relief medicine to help stop a flare-up once it's begun. It works quickly to open up your airways. Your doctor may tell you to take quick-relief medicine before you exercise.

- Always keep your quick-relief medicine with you.
- Ask your doctor when you should use quick-relief medicine.
- If you are using your quick-relief medicine more than 2 times per week, call your doctor. Your asthma may not be under good control.

Notes

This information is not intended as a substitute for professional medical care. Always follow your healthcare provider's instructions.
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GlaxoSmithKline



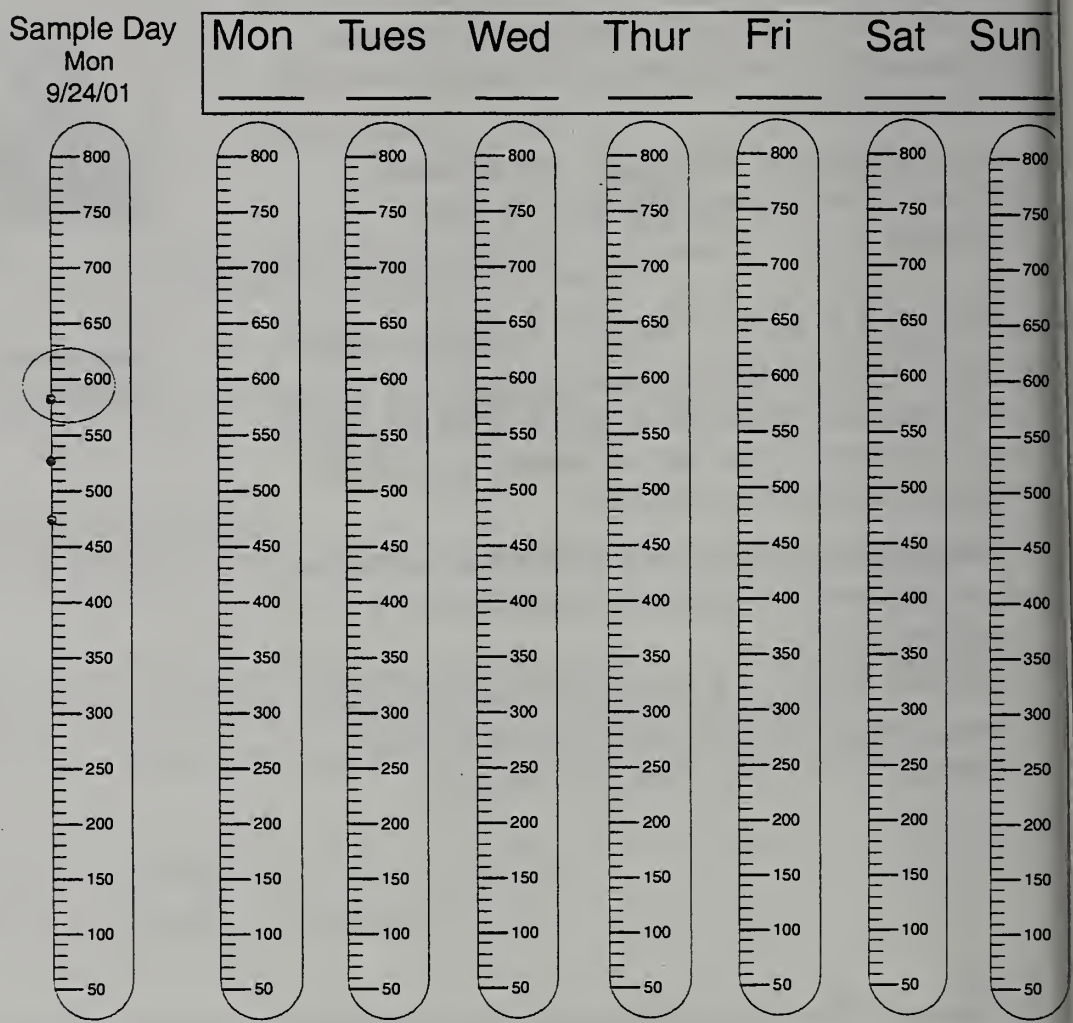
Peak Flow Tracking Sheet

Name: _____

Personal Best Peak Flow: _____

Directions:

1. Blow 3 times.
2. After each blow, mark the spot where the marker stopped.
3. Circle the highest of the 3 numbers. That is your peak flow number today.
4. Check your Asthma Action Plan. Take the medicines for your zone.



Notes

This information is not intended as a substitute for professional medical care. Always follow your healthcare provider's instructions.
Adapted from National Institutes of Health. *Global Initiative for Asthma.* January 1995. Publication no. 95-3659.
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0111
GlaxoSmithKline

My Asthma Warning Signs Are:

Check the signs that you have before your asthma symptoms begin.



☐ Peak flow is less than 80% of your personal best



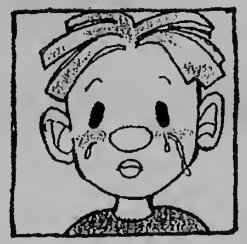
☐ Cold, flu or other illness



☐ Stuffy, runny nose



☐ Cough



☐ Itchy, watery eyes



☐ Getting tired or out of breath



☐ Chest hurts or feels tight



☐ Itchy, scratchy or sore throat

☐ Other

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Open Airways For Schools

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Four Steps to Asthma Management

Follow these steps to manage your asthma.

START



Step #1
Recognize Your Warning Signs



Step #2
Tell An Adult



Step #3
Check Your Asthma Action Plan and Take Your Medication

FINISH



Step #4
Rest and Relax

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Open Airways For Schools

AMERICAN LUNG

Find My Asthma Triggers at Home

Things That Trigger My Asthma Symptoms

Find and circle your asthma triggers in the picture.

My asthma symptoms are triggered by_____

_____

_____

_____

_____

Draw your worst trigger.



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Open Airways For Schools

AMERICAN LUNG ASSOCIATION.

Find My Asthma Triggers at School

Things That Trigger My Asthma Symptoms

Find and circle your asthma triggers in the picture.

My worst asthma trigger is _____

_____

_____

_____

_____

_____

_____

_____

_____

Some solutions to this problem are _____

_____

_____

_____

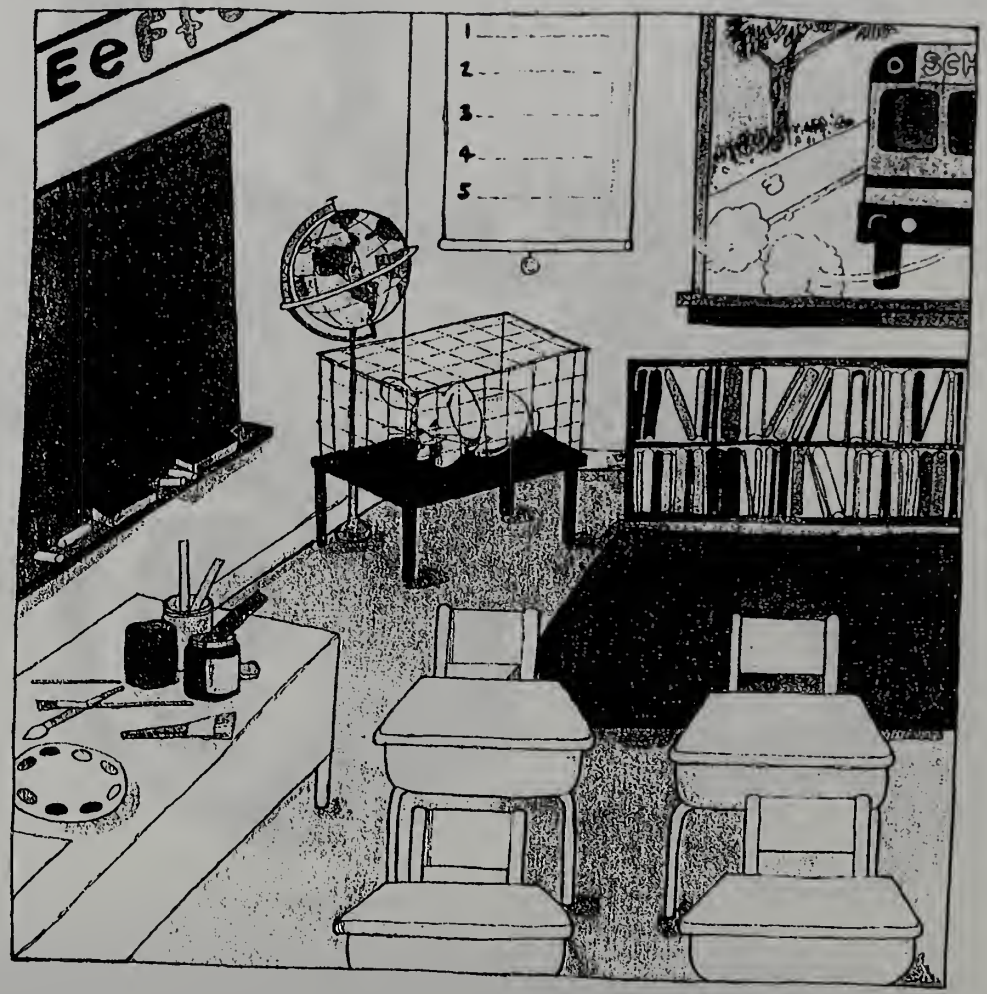
_____

_____

_____

_____

_____



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Story of George Part 1

George and his mom are walking home from the store.

George: Mom, I'll see you later. I'm going to play basketball with the guys for a while.

Mom: George, what's the matter with you? You know how basketball can bring on your asthma symptoms. You are coming home with me.

George: Oh, Mom, you never let me do anything.

What can George say to his mom so that he can play basketball? What can George do?



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Open Airways For Schools

AMERICAN LUNG ASSOCIATION.

Belly Breathing for Relaxation

1. Sit up straight on a chair, or lie down on the bed or on the floor with your knees bent.

2. Place both hands on your belly.

3. Breathe in slowly through your nose. Pretend you're filling your belly with air. Feel it blow up big like a balloon. Keep your chest still.

4. Blow the air slowly out of your mouth, through puckered lips. Feel your belly get small.

5. Repeat this slowly 5–10 times—it will make you feel relaxed.



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Open Airways for Schools
Student Satisfaction Survey

Hi! We'd like you tell us about yourself and your Asthma lessons.

Are you a boy or a girl? ☐ Boy ☐ Girl

What grade are you in? ☐ 3rd ☐ 4th ☐ 5th

Please *mark* one choice for each of the following questions.	Yes, very much so 	OK 	No, not at all 
I looked forward to attending the lessons.			
I enjoyed the way the lesson was taught.			
I know what to do when I have an asthma attack.			
I will recommend my classmate to attend the lesson.			
The teacher was great.			

Why do you look forward to class?

What did you like best about the class?

*Class:*_____ *Date:* _____

Asthma Project
San Francisco Unified School District
School Health Programs Department
1515 Quintara St.
San Francisco, CA 94116
Phone: 415/242.2615 Fax: 242.2618

Child Questionnaire

Name _____ School:_____ Grade _____ Date _____

1. In the **PAST MONTH**:

   A. Have you heard **wheezing** in your chest when you breathe? ☐1 Yes ☐0 No

   B. Have you had a hard time coughing, breathing or wheezing in the **daytime**? ☐1 Yes ☐0 No

   If yes, **how often** do you have a hard time with coughing, breathing or wheezing?

   ☐1 Two times a week or less
   ☐2 More than two times a week
   ☐3 Every day (at least once every day)
   ☐4 Constantly (all of the time every day)

   C. **When** have you had a hard time with coughing, breathing or wheezing?

   ☐1 In the classroom?
   ☐2 When you are outside?
   ☐3 In Gym / Physical Education class?
   ☐4 At recess?
   ☐5 After school?
   ☐6 At home?

   D. Do you ever wake up at **night** with coughing, wheezing, or a hard time breathing? ☐1 Yes ☐0 No

   If yes, **how often** do you wake up with coughing, wheezing, or breathing problems?

   ☐1 Two times a month or less
   ☐2 More than two times a month
   ☐3 More than 2 times a week
   ☐4 Every night

   E. Have you coughed or had a hard time breathing after being around **asthma triggers** such as:
   (Check all that apply)

   ☐1 Smoke
   ☐2 Animals / pets
   ☐3 Dust / dustmites
   ☐4 Cockroaches
   ☐5 Grass / flowers
   ☐6 Mold
   ☐7 Chalk / chalk dust
   ☐8 Strong smells / perfume
   ☐9 Foods (which ones:_____)
   ☐10 Having a cold
   ☐11 Stress or emotional upsets
   ☐12 Changes in weather / very cold or hot air

   F. Have you felt **scared** or **worried** about having problems breathing? ☐1 Yes ☐0 No

   If yes, did you talk about it with someone? ☐1 Yes ☐0 No

2. A. Do you smoke? ☐1 Yes ☐0 No ☐2 Sometimes
   B. Do your friends smoke? ☐1 Yes ☐0 No ☐2 Sometimes
   C. Does anyone smoke at home? ☐1 Yes ☐0 No ☐2 Sometimes

3. **What do you do** when you have breathing problems?

   ☐1 Stop and rest
   ☐2 Drink something
   ☐3 Tell a friend
   ☐4 Tell an adult
   ☐5 Call my mom or dad
   ☐6 Call my doctor or nurse
   ☐7 Take my quick-relief inhaler
   ☐8 Do deep slow breathing
   ☐9 Go to the emergency room or hospital

Do you take any **medication** for your asthma/breathing problems? ☐₁ Yes ☐₀ No ☐₂ Sometimes

A. If yes or sometimes, when do you take it? (Check all that apply)

☐₁ When I cough or have breathing problems
☐₂ Before recess, physical education class, or sports
☐₃ Every day, even when I am feeling well, to prevent asthma symptoms

B. List the **name** of your inhalers or medicines, or **what do they look like** (what color, size).

_____

_____

C. How often do you take your inhalers or medicines?

_____

_____

Do you use a **spacer** (tube that attaches to inhaler) with your inhaler? ☐₁ Yes ☐₀ No ☐₂ Sometimes

Do you use a **Peak Flow meter** (thing you blow into to check lungs)? ☐₁ Yes ☐₀ No ☐₂ Sometimes

A. Where do you usually go to take care of your asthma? _____

B. When was the last time you were there? _____

Do you have **one main doctor or nurse practitioner** who usually checks your asthma? ☐₁ Yes ☐₀ No

If you have problems with your breathing:

A Do you ever have a hard time getting to the doctor / clinic if you need to go? ☐₁ Yes ☐₀ No
B. Is there a working telephone at home to call the doctor / clinc? ☐₁ Yes ☐₀ No

If yes, what is your **phone number**? _____

In the **last year**, have you:

A. ☐₁ Stayed overnight in the **Hospital** because of breathing problems or asthma?
B. ☐₀ Gone to the **emergency room** because of breathing problems or asthma?
C. ☐₀ Gone to the **clinic** because of breathing problems or asthma?

How many days of school have you missed **this school year** because of asthma or breathing problems?

☐₀ 0 days ☐₂ 3 – 5 days ☐₄ 10 – 14 days
☐₁ 1 – 2 days ☐₃ 6 – 9 days ☐₅ 15 or more days

rm reviewed and/or discussed with student. _____ _____
Signature of School District Nurse Date

THANK YOU!

For office use only:	Student Symptom Severity assessment:
1 B. _____	Mi. _____
	Mi. P. _____
1 D. _____	Mo.P _____
	S.P. _____

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING

Thursday, October 27, 2005 – 5:00 PM

698 Second Street ■ Room 221 ■ San Francisco ■ California ■ 94107

AGENDA

DOCUMENTS DEPT
OCT 24 2005
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10-24-05A10:55 RCVD

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Tania T. Foley v. City and County of San Francisco (Superior Court, Case No. 434-496)

1. Vote on whether to hold Closed Session

2. Public Comment on all matters pertaining to Closed Session

3. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b)

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING

Thursday, October 27, 2005, - 5:00 PM

698 Second Street, Room 221, San Francisco, CA 94107

---

1. **ON ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

DOCUMENTS DEPT.

NOV - 7 2005

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This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Makras moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 5:05 PM

2. There was no comment pertaining to the Closed Session.

3. The Commission reconvened in open session at 5:25 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. **ADJOURNMENT**

The Special Meeting was adjourned at 5:30 PM.

05-56

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-57

FIRE COMMISSION REGULAR MEETING
Thursday – October 27, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of October 13, 2005.

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission

NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, September 10 through September 23, 2005, and September 24 through October 7, 2005.

Appointments
Reporting the following PERMANENT appointment effective *OCTOBER 8, 2005:*

H3 Firefighter/Paramedic

Erik R. Rubalcava (vice: James Ward, terminated)

Reporting the following PROBATIONARY appointments effective *OCTOBER 8, 2005:*

H2 Firefighter

David T. D'Amico (vice: D'Amico's PV position)
Timothy L. Gutierrez (vice: Gutierrez's PV position)
Daniel P. McCloskey (vice: McCloskey's PV position)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Sheridan, Reid K.	H30 Captain	Service	Oct. 01, 2005
Wangara, Bernne	H30 Captain	Service	Sep. 23, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Resignation
Reporting resignation of Probationary H2 Firefighter Gil Najarro, effective October 12, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leave of absence with pay for Lieutenant Terrence Smith, Bureau of Fire Prevention, for five days, October 24 through October 28, 2005, in order to attend the *Redmond Symposium* sponsored by the International Firefighters Association in Honolulu, Hawaii. Lieutenant Smith will pay for the cost of his attendance to the symposium. He will not be replaced.

Reporting leave of absence with pay for Inspector Michie Wong, Bureau of Fire Prevention, for five days, December 5 through December 9, 2005, in order to attend *Fire Prevention 3B* class presented by the Industrial Emergency Council in San Carlos, California. Inspector Wong will pay for the registration fee for the class. She will not be replaced.

Reporting leave of absence with pay for Inspector Donald Fields, Bureau of Fire Prevention, for

five days, September 19 through 23, 2005, in order to attend *Fire Prevention 2A* class, and
five days, October 17 through 21, 2005, in order to attend *Fire Prevention 2B* class,

presented by the Industrial Emergency Council in San Carlos, California. Inspector Fields will pay for the seminar fee to these classes. He will not be replaced.

Reporting leaves of absence with pay for Inspectors Alec Balmy and Jeffrey Chin, Bureau of Fire Prevention, for five days, September 19 through September 23, 2005, in order to attend *Fire Prevention 2A* class presented by the Industrial Emergency Council in San Carlos, California. Inspectors Balmy and Chin will pay for the registration fee for the class. They will not be replaced.

Reporting leaves of absence with pay for the time period from April 2005 through February 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	0922 Medical Leave Supervisor	9
1	0931 Chief Financial Officer	39
1	1454 Executive Secretary III	115
1	7388 Utility Plumber	75
30	H2 Firefighter	847
1	H1 Rescue Paramedic	4
3	H3 Firefighter/Paramedic	97
2	H6 Fire Inspector	56
2	H20 Lieutenant	36
1	H30 Captain	10
1	H33 Rescue Captain	10
1	H110 Marine Engineer	26
	Total Number of Days with Pay	1324

Reporting intermittent leaves with pay for the time period from July 2005 through December 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Sept 1, 2005 – Sept 1, 2006
1	H2 Firefighter	Oct 2, 2005 – Oct 1, 2006
1	H2 Firefighter	Sept 1, 2005 – Aug 31, 2006
1	H2 Firefighter	Oct 11, 2005 – Jan 13, 2006
1	H2 Firefighter	Mar 16, 2006 – Dec 6, 2006
2	H2 Firefighter	Sept 24, 2005–Mar 24, 2006
1	H2 Firefighter	Aug 3, 2005 – Aug 2, 2006
1	H2 Firefighter	Oct 3, 2005 – Oct 3, 2006
1	H2 Firefighter	Dec 29, 2005 – Nov 4, 2006
1	H2 Firefighter	Oct 21, 2005 – Oct 20, 2006
1	H2 Firefighter	Jan 22, 2006 – Nov 14, 2006
1	H2 Firefighter	Feb 28, 2006 – Dec 3, 2006
1	H2 Firefighter	Feb 3, 2006 – Dec 19, 2006
1	H2 Firefighter	Sept 29, 2005–Sept 29,2006
1	H2 Firefighter	Oct 12, 2005 – Oct 11, 2006
1	H2 Firefighter	Sept 30, 2005– Apr 15, 2006
1	H3 Firefighter/Paramedic	July 14, 2005– July 14, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – Aug 31, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – Sept 1, 2006
1	H3 Firefighter/Paramedic	Sept 15,2005– Sept 14,2006
1	H3 Firefighter/Paramedic	Dec 29,2005– Sept 30,2006
1	H3 Firefighter/Paramedic	Oct 5, 2005– Jan 24, 2006
1	H20 Lieutenant	Aug 28, 2005– Aug 27, 2006
1	H20 Lieutenant	Sept 29, 2005-Sept 28, 2006
1	H20 Lieutenant	Oct 12, 2005 – Aug 3, 2006
1	H40 Battalion Chief	Oct 7, 2005 – Apr 5, 2006

1	H50 Assistant Chief	Aug 1, 2005 – Dec 1, 2005
1	H50 Assistant Chief	Dec 3, 2005 – Dec 3, 2006

Reporting leaves of absence without pay for the time period from August 2005 through December 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
6	H2 Firefighter	222
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	258

4.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 1	05–6–036	7/28/2005	0	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and entering intersection, Medic 1 was struck by a civilian vehicle that did not yield to emergency vehicle

Medic 14	05–6–037	8/30/2005	730	B	Bill

Cause: Struck by vehicle - While parked at an incident, Medic 14 was struck by a passing streetcar that drove away

Engine 5	05–6–038	9/9/2005	535	B	Bill

Cause: While Eng 5 was positioning at an incident, a Housing Authority police officer unexpectedly opened the police vehicle door into the path of Eng 5 which struck it

Truck 13	05–6–039	9/10/2005	621	A	File

Cause: Tiller inattention - While attempting to make a right turn, tiller of Trk 13 over compensated and struck a stopped civilian vehicle

Engine 18	05–6–040	9/11/2005	595	B	File

Cause: Struck by vehicle - While parked at an incident, Eng 18 was struck by a passing vehicle which left scene

Battalion 1	05–6–041	9/16/2005	912	B	File

Cause: Struck by vehicle - While stopped at a red light, Batt 1 was struck by a civilian vehicle that pulled out of a parking space

Airport Res 66	05–6–042	9/18/2005	66	A	File

Cause: Driver inattention - While backing out of a parking space, driver struck Res 99 parked behind him

Engine 7	05–6–043	9/18/2005	0	A	File

Cause: While backing into quarters, Eng 7 struck Hosetender 7; spotters were posted in front of Eng 7

Engine 2	05–6–044	9/18/2005	529	A	File

Cause: Driving skill deficiency - While backing into quarters and repositioning, Eng 2 struck a doorway stanchion; spotters were posted but were not able to give warning fast enough

Medic 43	05–6–045	9/20/2005	752	A	File

Cause: Misjudged clearance - While responding with red lights and siren and passing stopped vehicles, Medic 43 struck a stopped automobile

BFI	05–6–046	9/25/2005	969	A	File

Cause: Driver inattention - While proceeding to cross an intersection, BFI unit struck a vehicle that stopped suddenly upon hearing approaching sirens

Engine 3	05–6–047	9/25/2005	544	A	File

Cause: Driving skill deficiency - While backing up in a tight location, Eng 3 struck a parked vehicle

Truck 11	05–6–048	9/27/2005	617	B	Bill

Cause: Struck by vehicle - While parked at an incident, Trk 11 was struck by a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from October 7, 2005 through October 20, 2005:

1. From Shirley Rhodes and Tanya Boutwell of Bay St. Louis, Mississippi, thanking the firefighters of the SFFD for their tireless efforts in their time of crisis following the devastation of Hurricane Katrina. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Gene and Mary Alice Monti, both 87 years old, of Mississippi, thanking the eight person team from the SFFD who assisted them in cutting up a downed pecan tree in the aftermath of Hurricane Katrina. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Dean and John Gardi, thanking the firefighters and paramedics from Stations 39 and 15 for their expedience and care in responding to their six year old daughter after she was accidentally hit on the head with a baseball bat. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From James Jay Ridgeway on behalf of PacWest Productions, thanking Captain Lee and his staff for assisting in the production of the Inaugural Run to Remember 9 -11. Copy: Commissioners and Chief of Department.

5. From Maria Weiner, thanking the firefighters of Engine 39 and 19 and Jeanine Nicholson and Mitchell Lee of Medic 15 for their outstanding care and bedside manner with regards to her husband's loss of consciousness. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. From Wendy Cheong of Jefferson Elementary School, thanking Captain Williams and Jessica for their instructional presentation on Fire Safety and Burn Awareness. Copy: Commissioners and Chief of Department.

7. From Shirley Rhodes of Bay St. Louis, Mississippi, thanking the eight person team of firefighters for their help in clearing and cutting fallen trees from her hurricane damaged home. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

8. From Ja-Net Bonura, of Mississippi, thanking the "band of tree-clearing angels" from the SFFD who responded to the Hurricane Katrina disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

9. From the City Attorney's Office, asking all secretaries of SF Boards and Commissions to distribute the Policy on Discrimination or Harassing Remarks made at Public Meetings of City Boards and Commissions. Copy: Commissioners and Chief of Department.

10. From Robert Cashion, criticizing the Department for its decision to not retrofit the city's hydrants and suggesting adapters be mailed to nearby counties in the event of a future disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

11. From Chuck Arnold, applauding Chief Hayes-White's decision not to reduce fire hydrant outlets from 3 to 2.5 inches since it could cause turbulence and decrease flow rate. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

12. From Bill Koenig, supporting the Fire Commission resolution to revoke authority of the St. Francis Hook and Ladder Society to be the sponsor of the SFFD Museum, suggesting to also "suspend and revoke" that authority and instead supports the SFFD Historical Society resolution to operate the museum. Copy: Commissioners and Chief of Department.

13. From David J. Villa-Lobos, complaining about the Department's "excessive" use of sirens and, especially, air-horns by its apparatuses. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

14. From Christine Wilson, thanking the Fire Commission for the SFFD involvement and support of the Walk for the Gold for Special Olympics. Copy: Commissioners and Chief of Department.

15. From Jacques Beck, complaining about the management's unwillingness to address the repeated false alarms and fire code violations at his residence at the West Hotel. Copy: Commissioners, Chief of Department and Fire Marshal.

16. From Norman Scott, commending the members of Station 10, especially the paramedic, for their professional and efficient actions while responding to his severe insulin reaction. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

17. Mary and Gene Goldberg, thanking the member of Stations 1 and 11 for their promptness and kindness while responding to the death of their son. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

18. From Gloria Taber, complimenting Patrick D'Arcy and Samuel Nieto for their help in persuading a distressed elderly woman to allow them to take her to the hospital. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

19. From Alyssa Stransky, thanking the Department for its contribution and services, especially for the positioning of a medical crew during the inaugural TI2Y 1.5 mile swim sponsored by the YMCA. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

20. From Mary Wilson, thanking the members of the ambulance crew, Matt and Joe, for their kindness, courtesy and professionalism as they assisted her after she fell onto her face in the street. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Retirement Certificate *[Discussion]*

Reporting Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Jacobsmeyer, Daniel R.	Service	30	Aug. 27, 2005

5.B. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, updates on Divisions within the Department, activities and upcoming events.

Recognition by Chief of Department of Fire Department members who were deployed through FEMA to assist with Hurricane Katrina disaster relief efforts.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on the FY 2005-06 Budget and Administrative updates.

5.C. Special Presentation – Weapons of Mass Destruction (WMD) Training with the 95th Civil Support Team ***[Discussion]***

Assistant Deputy Chief Robert Navarro, Homeland Security Division, and Captain David Franklin, Division of Training.

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
ementine Clarke, *Commissioner*
orge Lau, *Commissioner*
ctor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-57

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 27, 2005 – 6:00 p.m.
698 Second Street, Room 102

Item No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.

NOV 18 2005

SAN FRANCISCO
PUBLIC LIBRARY

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner George Lau
Commissioner Victor Makras

11/05

Commissioner Clem Clarke was excused for vacation.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
Kevin D. Taylor	Division 3 (Acting)

2. PUBLIC COMMENT

John Darmanin reiterated his belief that general public comment should be at the end of the meeting since it does the public a disservice by restricting the public's opportunity of being able to comment on issues that occur during the meeting.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of October 13, 2005.

Commissioner Nakajo moved and Commissioner Makras seconded. This matter was continued to later in the calendar before a vote was taken in order to afford a member of the public an opportunity to read the minutes and possibly provide public comment, since there were no draft minutes left on the table where they are usually available.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

4.A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Physician's Reports
Submitting biweekly reports of Fire Department Physician concerning disability injuries, September 10 through September 23, 2005, and September 24 through October 7, 2005.

Appointments
Reporting the following PERMANENT appointment effective *OCTOBER 8, 2005:*

H3 Firefighter/Paramedic

Erik R. Rubalcava (vice: James Ward, terminated)

Reporting the following PROBATIONARY appointments effective *OCTOBER 8, 2005:*

H2 Firefighter

David T. D'Amico (vice: D'Amico's PV position)
Timothy L. Gutierrez (vice: Gutierrez's PV position)
Daniel P. McCloskey (vice: McCloskey's PV position)

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Sheridan, Reid K.	H30 Captain	Service	Oct. 01, 2005
Wangara, Bernne	H30 Captain	Service	Sep. 23, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Resignation
Reporting resignation of Probationary H2 Firefighter Gil Najarro, effective October 12, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leave of absence with pay for Lieutenant Terrence Smith, Bureau of Fire Prevention, for five days, October 24 through October 28, 2005, in order to attend the *Redmond Symposium*

sponsored by the International Firefighters Association in Honolulu, Hawaii. Lieutenant Smith will pay for the cost of his attendance to the symposium. He will not be replaced.

Reporting leave of absence with pay for Inspector Michie Wong, Bureau of Fire Prevention, for five days, December 5 through December 9, 2005, in order to attend *Fire Prevention 3B* class presented by the Industrial Emergency Council in San Carlos, California. Inspector Wong will pay for the registration fee for the class. She will not be replaced.

Reporting leave of absence with pay for Inspector Donald Fields, Bureau of Fire Prevention, for

five days, September 19 through 23, 2005, in order to attend *Fire Prevention 2A* class, and
five days, October 17 through 21, 2005, in order to attend *Fire Prevention 2B* class,

presented by the Industrial Emergency Council in San Carlos, California. Inspector Fields will pay for the seminar fee to these classes. He will not be replaced.

Reporting leaves of absence with pay for Inspectors Alec Balmy and Jeffrey Chin, Bureau of Fire Prevention, for five days, September 19 through September 23, 2005, in order to attend *Fire Prevention 2A* class presented by the Industrial Emergency Council in San Carlos, California. Inspectors Balmy and Chin will pay for the registration fee for the class. They will not be replaced.

Reporting leaves of absence with pay for the time period from April 2005 through February 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	0922 Medical Leave Supervisor	9
1	0931 Chief Financial Officer	39
1	1454 Executive Secretary III	115
1	7388 Utility Plumber	75
30	H2 Firefighter	847
1	H1 Rescue Paramedic	4
3	H3 Firefighter/Paramedic	97
2	H6 Fire Inspector	56
2	H20 Lieutenant	36
1	H30 Captain	10
1	H33 Rescue Captain	10
1	H110 Marine Engineer	26
	Total Number of Days with Pay	1324

Reporting intermittent leaves with pay for the time period from July 2005 through December 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	H2 Firefighter	Sept 1, 2005 – Sept 1, 2006
1	H2 Firefighter	Oct 2, 2005 – Oct 1, 2006
1	H2 Firefighter	Sept 1, 2005 – Aug 31, 2006
1	H2 Firefighter	Oct 11, 2005 – Jan 13, 2006
1	H2 Firefighter	Mar 16, 2006 – Dec 6, 2006
2	H2 Firefighter	Sept 24, 2005–Mar 24, 2006
1	H2 Firefighter	Aug 3, 2005 – Aug 2, 2006
1	H2 Firefighter	Oct 3, 2005 – Oct 3, 2006
1	H2 Firefighter	Dec 29, 2005 – Nov 4, 2006
1	H2 Firefighter	Oct 21, 2005 – Oct 20, 2006

1	H2 Firefighter	Jan 22, 2006 – Nov 14, 2006
1	H2 Firefighter	Feb 28, 2006 – Dec 3, 2006
1	H2 Firefighter	Feb 3, 2006 – Dec 19, 2006
1	H2 Firefighter	Sept 29, 2005–Sept 29,2006
1	H2 Firefighter	Oct 12, 2005 – Oct 11, 2006
1	H2 Firefighter	Sept 30, 2005– Apr 15, 2006
1	H3 Firefighter/Paramedic	July 14, 2005– July 14, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – Aug 31, 2006
1	H3 Firefighter/Paramedic	Sept 1, 2005 – Sept 1, 2006
1	H3 Firefighter/Paramedic	Sept 15,2005– Sept 14,2006
1	H3 Firefighter/Paramedic	Dec 29,2005– Sept 30,2006
1	H3 Firefighter/Paramedic	Oct 5, 2005– Jan 24, 2006
1	H20 Lieutenant	Aug 28, 2005– Aug 27, 2006
1	H20 Lieutenant	Sept 29, 2005-Sept 28, 2006
1	H20 Lieutenant	Oct 12, 2005 – Aug 3, 2006
1	H40 Battalion Chief	Oct 7, 2005 – Apr 5, 2006
1	H50 Assistant Chief	Aug 1, 2005 – Dec 1, 2005
1	H50 Assistant Chief	Dec 3, 2005 – Dec 3, 2006

Reporting leaves of absence without pay for the time period from August 2005 through December 2005 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
6	H2 Firefighter	222
1	H3 Firefighter/Paramedic	36
	Total number of Days w/o Pay	258

PUBLIC COMMENT
John Darmanin was again concerned about exit interviews. It was his understanding that exit interviews were occurring but were not being documented. He believed that they contain material that should be of value to the Department.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

4.B. Accidents *[Discussion]*
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 1	05–6–036	7/28/2005	0	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and entering intersection, Medic 1 was struck by a civilian vehicle that did not yield to emergency vehicle

Medic 14	05–6–037	8/30/2005	730	B	Bill

Cause: Struck by vehicle - While parked at an incident, Medic 14 was struck by a passing streetcar that drove away

Engine 5	05–6–038	9/9/2005	535	B	Bill

Cause: While Eng 5 was positioning at an incident, a Housing Authority police officer unexpectedly opened the police vehicle door into the path of Eng 5 which struck it

Truck 13	05–6–039	9/10/2005	621	A	File

Cause: Tiller inattention - While attempting to make a right turn, tiller of Trk 13 over compensated and struck a stopped civilian vehicle

Engine 18	05–6–040	9/11/2005	595	B	File

Cause: Struck by vehicle - While parked at an incident, Eng 18 was struck by a passing vehicle which left scene

Battalion 1	05–6–041	9/16/2005	912	B	File

Cause: Struck by vehicle - While stopped at a red light, Batt 1 was struck by a civilian vehicle that pulled out of a parking space

Airport Res 66	05–6–042	9/18/2005	66	A	File

Cause: Driver inattention - While backing out of a parking space, driver struck Res 99 parked behind him

Engine 7	05–6–043	9/18/2005	0	A	File

Cause: While backing into quarters, Eng 7 struck Hosetender 7; spotters were posted in front of Eng 7

Engine 2	05–6–044	9/18/2005	529	A	File

Cause: Driving skill deficiency - While backing into quarters and repositioning, Eng 2 struck a doorway stanchion; spotters were posted but were not able to give warning fast enough

Medic 43	05–6–045	9/20/2005	752	A	File

Cause: Misjudged clearance - While responding with red lights and siren and passing stopped vehicles, Medic 43 struck a stopped automobile

BFI	05–6–046	9/25/2005	969	A	File

Cause: Driver inattention - While proceeding to cross an intersection, BFI unit struck a vehicle that stopped suddenly upon hearing approaching sirens

Engine 3	05–6–047	9/25/2005	544	A	File

Cause: Driving skill deficiency - While backing up in a tight location, Eng 3 struck a parked vehicle

Truck 11	05–6–048	9/27/2005	617	B	Bill

Cause: Struck by vehicle - While parked at an incident, Trk 11 was struck by a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin suggested that the Department take a proactive stance to prevent accidents and obtain an Emergency Vehicle Operation Course for driver training. If funds are not available, the Department should appear before the Board of Supervisors to request the money, citing the amount spent on paying claims is far greater than the funds needed to purchase the course material.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

4.C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from October 7, 2005 through October 20, 2005:

1. From Shirley Rhodes and Tanya Boutwell of Bay St. Louis, Mississippi, thanking the firefighters of the SFFD for their tireless efforts in their time of crisis following the devastation of Hurricane Katrina. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

2. From Gene and Mary Alice Monti, both 87 years old, of Mississippi, thanking the eight person team from the SFFD who assisted them in cutting up a downed pecan tree in the aftermath of Hurricane Katrina. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Dean and John Gardi, thanking the firefighters and paramedics from Stations 39 and 15 for their expedience and care in responding to their six year old daughter after she was accidentally hit on the head with a baseball bat. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

4. From James Jay Ridgeway on behalf of PacWest Productions, thanking Captain Lee and his staff for assisting in the production of the Inaugural Run to Remember 9 -11. Copy: Commissioners and Chief of Department.

5. From Maria Weiner, thanking the firefighters of Engine 39 and 19 and Jeanine Nicholson and Mitchell Lee of Medic 15 for their outstanding care and bedside manner with regards to her husband's loss of consciousness. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

6. From Wendy Cheong of Jefferson Elementary School, thanking Captain Williams and Jessica for their instructional presentation on Fire Safety and Burn Awareness. Copy: Commissioners and Chief of Department.

7. From Shirley Rhodes of Bay St. Louis, Mississippi, thanking the eight person team of firefighters for their help in clearing and cutting fallen trees from her hurricane damaged home. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

8. From Ja-Net Bonura, of Mississippi, thanking the "band of tree-clearing angels" from the SFFD who responded to the Hurricane Katrina disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

9. From the City Attorney's Office, asking all secretaries of SF Boards and Commissions to distribute the Policy on Discrimination or Harassing Remarks made at Public Meetings of City Boards and Commissions. Copy: Commissioners and Chief of Department.

10. From Robert Cashion, criticizing the Department for its decision to not retrofit the city's hydrants and suggesting adapters be mailed to nearby counties in the event of a future disaster. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

11. From Chuck Arnold, applauding Chief Hayes-White's decision not to reduce fire hydrant outlets from 3 to 2.5 inches since it could cause turbulence and decrease flow rate. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

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13. From David J. Villa-Lobos, complaining about the Department's "excessive" use of sirens and, especially, air-horns by its apparatuses. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

14. From Christine Wilson, thanking the Fire Commission for the SFFD involvement and support of the Walk for the Gold for Special Olympics. Copy: Commissioners and Chief of Department.

15. From Jacques Beck, complaining about the management's unwillingness to address the repeated false alarms and fire code violations at his residence at the West Hotel. Copy: Commissioners, Chief of Department and Fire Marshal.

16. From Norman Scott, commending the members of Station 10, especially the paramedic, for their professional and efficient actions while responding to his severe insulin reaction. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

17. Mary and Gene Goldberg, thanking the member of Stations 1 and 11 for their promptness and kindness while responding to the death of their son. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

18. From Gloria Taber, complimenting Patrick D'Arcy and Samuel Nieto for their help in persuading a distressed elderly woman to allow them to take her to the hospital. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

19. From Alyssa Stransky, thanking the Department for its contribution and services, especially for the positioning of a medical crew during the inaugural TI2Y 1.5 mile swim sponsored by the YMCA. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

20. From Mary Wilson, thanking the members of the ambulance crew, Matt and Joe, for their kindness, courtesy and professionalism as they assisted her after she fell onto her face in the street. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

PUBLIC COMMENT
John Darmanin referred to the communication received from the City Attorney titled *Policy on Discrimination or Harassing Remarks made at Public Meetings of City Boards and Commissions* and suggested that it be an agenda item for an upcoming meeting in order to afford full discussion on the topic.

Commissioner Conroy, referring to a letter from the President of Local 798 to the Center for Disease Control and Prevention regarding various cancers occurring to members of the Department, noted that Local 798 is requesting that a study or analysis be made and asked if the Department is gathering information or pursuing this topic.

Chief Hayes-White responded that an active analysis has not been started but she is concerned about the number of younger members and retirees are succumbing to various cancers. She would like to address this in the Wellness/Fitness presentation that the Department will be shortly making before the Commission.

Commissioner Lau commented that he was pleased to see so many communications complimenting the good work that the Department's firefighters and paramedics are doing in the field, and he was especially proud to see the correspondence from Mississippi complimenting the firefighters and paramedics for their invaluable assistance in the aftermath of Hurricane Katrina.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Retirement Certificate *[Discussion]*

Reporting Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Jacobsmeyer, Daniel R.	Service	30	Aug. 27, 2005

Chief Hayes-White congratulated retired member Lieutenant Daniel Jacobsmeyer and presented him with the Retirement Certificate. She recalled highlights of his career, including the station he started in, his assignments over the years, his special contribution and the house he retired from. Lieutenant Jacobsmeyer thanked the Commission for the opportunity and stated that he had served to the best of his knowledge and his ability.

5.B. Chief of Department's Report *[Discussion]*

RECOGNITION BY CHIEF OF DEPARTMENT
Chief Hayes-White recognized Reverend Twigg-Porter for his 41 years of dedicated service as a Department Chaplain. He started in the Department of Public Health; he came to the Fire Department in 1997 to assist the Department's Chaplain, Father Green. Chief Hayes-White noted that Reverend Twigg-Porter had always been a gentleman in style and manner, and had been a great source of comfort and support to members of the Department; she thanked him for his many years of service. Reverend Twigg-Porter recently retired from his activities and from the San Francisco Fire Department.

Chief Hayes-White wished to recognize the 34 Department members, who were also acknowledged in the Mayor's *State of the City* address and who assisted in the Gulf Coast region in the aftermath of Hurricane Katrina. She asked those members present to step to the front of the room and awarded them certificates and a special T-shirt commemorating their work. Chief Hayes-White remarked that the Department had sent 17 two-man teams to the region for 30 days, with four members extending their stay for another 30 days. Battalion Chief Kearney provided a synopsis of the Hurricane Katrina Relief Teams' activities, including some incredible stories and remembrances.

REPORT FROM CHIEF OF DEPARTMENT
Joanne Hayes-White, Chief of Department, reported on the following issues: (1) the Department appeared before the City Operations and Neighborhood Services Committee regarding the low-pressure hydrant system and the 2.5" outlet. She assured the Committee that the present system is very good and that there is no need for a makeover of all hydrants to a 2.5", outlet at a cost of $800,000, which could be better used on other priorities; (2) she credited Tom Siragusa, Assistant Deputy Chief, Director of Training, representative to OES Region 2, with establishing an excellent working relationship with Region 2 and suggesting, approximately one year ago, that the Department produce adaptors and distribute them to engine companies of bordering jurisdictions; 85 adaptors were distributed at that time and 65 later; the Department's solution is to distribute further adaptors at staging areas where arriving engines would be supplied with adaptors, should mutual aid be called for in a disaster, since units from other jurisdictions can not self-deploy once they arrive.

(3) Complaints about the use of air horns and sirens will hopefully diminish with the release of a General Order, applicable citywide, for the limited use of air horns and then only by company officers; the solution was developed due to the constant complaints from neighbors in the high call volume area of the Tenderloin corridor; Chief Hayes-White believed that the Department listened to the community and accommodated them without compromising safety.

(4) At the Division of Training, the 111th class is in the sixth week of training, with 22 members remaining of the class of 24. In addition, the Director of Training is preparing a post-fire analysis report, as well as a safety report, related to the Capp Street fire, which resulted in three civilian deaths and numerous injuries, both to civilians and to members of the Department.

(5) A red alert was declared on October 27th at Macy's department store, when more than 10 employees complained of watering eyes and sore throats. James Fazackerly, EMS Section Chief, reported that there were no transports and the cause of the incident seemed to be an irritant from a chemical used to clean tiles. While he was on scene, he observed excellent performance and demeanor by all companies. Chief Hayes-White especially commended Medic 41 for immediately establishing a medical group and providing informative updates.

(6) A recall drill, part of the disaster preparedness response, was conducted the evening of October 27th. Since only 35% of the workforce resides in San Francisco, every company officer had to contact all members on the recall roster, which is posted in each fire station and with every company – Engine, Truck, Rescue Squad or Medic Unit - and requested them to report within three hours.

(7) The Special Operations Division had a plan in place for Halloween, October 31st, with access emergency lanes and the use of golf carts instead of the larger regular apparatus. There were no incidents of violence similar to those two and three years ago. ????

(8) Fire Commissioner Ken Knight, Fire Chief for the London Fire Brigade, was in town and was hosted by Chief Hayes-White; some Fire Chiefs from Los Angeles, San Diego, Long Beach, Sacramento and Oakland also attended - all members of the Metropolitan Fire Chiefs' Association. Commissioner Knight provided a presentation on what his and other departments faced during the terrorist attacks in the London subway system. Chief Hayes-White noted that many of her colleagues were impressed that the San Francisco Fire Department was able to establish an on-duty random drug and alcohol testing policy and they were interested in developing a similar policy.

REPORT FROM ADMINISTRATION

Gary Massetani, Deputy Chief, Administration, reported on the following: (1) the Department continues to work with the Mayor's Budget Office on the spending plan for items in the FY 2005-06 budget, with some funding sources adjusted due to the delay in EMS reconfiguration; (2) in the revenue report, the budget projection for the Bureau of Fire Prevention was at $5.1 million but revenues for the 1st quarter were at $1.5 million and the overall projection is for an increase to $5.5 million. EMS general patient receivables were budgeted at $19.3 million and 1st quarter returns were at $3.5 million and the overall projection is that revenues will be under budget. The Division of Training had a projected revenue budget of $45,000, with revenues currently at $22,500 it will come in over budget at a projected $65,000.

(3) The EMS Reconfiguration had reached a significant milestone with October 27th being the date for receiving applications for the paramedic classification. It was a one-day event with 320 applications received between 8:00 AM and 5:00 PM. The Department projected that there would be 300 applications and had met its goal. Many applicants were from Contra Cost County, others were from Alameda, San Mateo and Santa Clara counties and with some from as far as New York, Los Angeles and Texas. Other milestones are (a) November 15th for a written examination, (b) December 5th for the oral and skills component, (c) December 13th for the physical agility test, (d) December 22nd for posting the eligibility list, (e) January 3rd for adoption of the list, (f) February 13th for starting the academy class and (g) the first two weeks in March for deployment in the field.

(4) The Division of Training will be graduating the 111th class on December 20th after 14 weeks of training. On November 21st, Chief Siragusa will be hosting the San Mateo Fire Department's training officers in a tour of the Department's Treasure Island training facility, including burning and fire simulation; (5) the Department is still in the running for its vehicle simulator grant application to FEMA but has not been selected at this time. Further rounds are forthcoming from FEMA, and the Department hopes to be selected in the next nine rounds.

(5) The vehicle status report stands at: (a) 42 frontline Engines, with eleven relief vehicles and only two in surplus; (b) 19 frontline Trucks, with seven relief vehicles that should be available but only four are; (c) 2 Rescue squads with one relief; (d) 10 Battalion Chief vehicles and no relief; (e) 2 Division Chief vehicles with 4 substandard relief vehicles that are also used for

Battalion Chiefs; (f) 4 Rescue Captain vehicles (SUVs) with no relief; and (g) 26 frontline ambulances with 4 relief vehicles. There are 13 Engines, 2 Trucks, 4 Battalion Chief vehicles, 2 Rescue Captain vehicles and 4 ambulances on order, with staggered arrival times starting with December 2005 and throughout the FY 2005-06.

(6) Since September 26th, when the on-duty random drug and alcohol testing started, 38 members have been tested - all with negative results. The Department has tested 24 Firefighters, 2 Firefighter/Paramedics, 1 Incident Support Specialist, 6 Lieutenants, 1 Training Officer, 1 Captain, 2 Battalion Chiefs and 1 Marine Engineer.

(7) The Physician's Office reported for the month of September 31 injuries, 16 with lost time and 15 without. The Capp Street fire caused 6 burn injuries, 4 back strains and 4 knee strains.

(8) Retirements stand at 36 to date for FY 2005-06, with 30 to 40 projected in January of 2006.

Discussion ensued with Commissioners asking questions and Chief Hayes-White, Chief Massetani and staff responding.

Commissioner Nakajo commented that the Mayor in his *State of the City* address spoke of disaster preparedness, whether from natural or man-made causes, and acknowledged the NERT program as a role model. Commissioner Nakajo believes that the NERT Program should be the infrastructure for disaster preparedness planning in San Francisco.

Furthermore, he wished to know about the $800,000 that Supervisor Sandoval may request for retrofitting the fire hydrants, whether that would be a supplemental and how it would affect the Department. Chief Massetani responded that it would be a supplemental from the General Fund and not from the Department's existing budget but the funds could only be used for the fire hydrants.

Commissioner Conroy commended Chief Hayes-White and Chief Kochevar for their work with the community on the siren and air horn issue. It was an exemplary effort by a Department that was responsive to the community and yet balanced concerns with the need for public and member safety.

Commissioner Conroy was interested to know if the Department will be in compliance with NFPA standards once the additional apparatus is received. Chief Massetani responded that with the delivery of the ten Engines and two trucks, the Department will be in compliance with the standard of seven years for frontline engines and ten years for frontline Trucks; furthermore, relief apparatus should also be in compliance by that time.

Commissioner Nakajo had a further request. He wished to have an update on testing and promotions, specifically the Captains' and Lieutenants' tests, and the proceedings at the Civil Service Commission.

Chief Massetani wished to add, in reference to the EMS Reconfiguration, that the renovation of the Evans Street facility was on schedule, with the support of Chief Kalos and Captain Lee. Work has been primarily on interior renovation but a change order was requested in order to paint the exterior of the building.

Commissioner Makras wished to know if it was the building about whose premises a neighbor had complained. If so, he wondered if the cleanliness of the site was also reflective of the interior.

Chief Kalos responded that the Department, due to budget concerns, had not been able to keep janitors or gardeners at the facility. The Department of Public Works (DPW) had estimated the contract at $30,000. The staff housed in the building maintained the interior and has kept it clean. The Department has considered various creative ways of maintaining it with current staff but it has been difficult; in addition, scope of work issues must also be considered.

PUBLIC COMMENT
John Darmanin believed that the Department and the Commission were shortsighted because they had not addressed the turnover that will occur with the new EMTs that are being hired as part of the reconfiguration. According to a survey, most of the non-Firefighter EMTs aspire to become paramedics. To accomplish this, they will need over 1,000 hours of paramedic service in order to become a paramedic for the San Francisco Fire Department, and Mr. Darmanin believes that can only be accomplished by going to another jurisdiction to obtain those hours.

Larry Bradshaw, Chief Steward, Local 798, Paramedic Chapter, remarked that Reverend Twigg-Porter will be truly missed since he had such a reassuring presence. Often there were changes in a patient's attitude and disposition when they noticed that he was there.

Mr. Bradshaw was concerned about the small number of applications received for the paramedic position, which numbered approximately 330 applications. He hoped that standards would not be modified to select 80 for hiring, after a certain amount of weeding takes place. Furthermore, he believed that certain precautions will have be addressed regarding the 1415 Evans facility that would house the dynamically deployed ambulances since there have been robberies, assaults and multiple break-ins into private vehicles. He hoped it would be addressed prior to 160 Department employees being housed there at all hours and all days of the week.

3. Approval of the Minutes (Moved back in the agenda)

PUBLIC COMMENT
John Darmanin reiterated his concerns about the Minutes because he wished them to be more in-depth and provide more information even though the information was usually accurate. He believed that the issues under discussion at the Commission meetings should be fully provided to the public.

There were no further questions or discussion and the minutes were approved as presented.

5.C. Special Presentation – Weapons of Mass Destruction (WMD) Training with the 95th Civil Support Team ***[Discussion]***

Robert Navarro, Assistant Deputy Chief, Homeland Security Division, introduced Lieutenant Colonel Jeff Smiley, Commander of the 95th Civil Support Team (CST), with whom the Department, after 9/11, started coordinating activities between military assistance to civilian authority and planning how to blend these in responses to terrorism and natural disasters. Chief Navarro also introduced Captain David Franklin, Department of Training and Safety Officer, who coordinated the trip to West Virginia and is involved in on-going coordination activities with 95th Civil Support Team. Chief Navarro asked if Colonel Smiley wished to preface the presentation.

Colonel Smiley thanked the Commission and Chief Hayes-White for allowing the participation of SFFD members in training in West Virginia. He proceeded to explain the relationship of the 95th CST and San Francisco. He and his team are under the authority of the Governor of California and the Adjutant General for California. His unit is a mutual aid type of asset of the National

Buard, except they are a Tier 1 response asset that is a full-time, 24-hours a day, 365 days a year unit and, therefore, a deployable asset within four hours of any event. Colonel Smiley noted that there are currently 32 Civil Support Teams in the country, with two in California – the 95th in San Francisco and the 9th in Los Angeles.

Captain Franklin introduced and thanked the following members for their participation in the training: Assistant Chief Cardinale, Battalion Chief Taylor, Battalion Chief Kearney, Captain Franklin, Captain Seyler, Rescue Captain Myers, Lieutenant Ritter, Lieutenant Tsujimoto, Firefighter Cercos, Firefighter Conway, Firefighter Draper, Firefighter Dugan, Firefighter Lee, Firefighter/Paramedic Goudreau, Firefighter Luttropp, Firefighter Sato and Firefighter Vail.

Captain Franklin pointed out that the relationship between the 95th CST and the Department began last year when Colonel Smiley asked if the Department could send a few members to West Virginia to observe operations and assist at the command level. This year Colonel Smiley asked the Fire Department to bring along resources to actually perform hand-on operations with the 95th during a simulated terrorist event in an underground subway, such as the BART/Muni system. The Department accepted the invitation and 17 members were deployed to West Virginia for Weapons of Mass Destruction (WMD) training. Captain Franklin proceeded to describe the locale and the training.

The Center for National Response is run by FEMA; the designated place for exercise training was an old freeway tunnel, no longer in use, where the Federal Government brought military and civilian FEMA teams together for training. The tunnel is half a mile long and any type of incident can be simulated there, including a piece of the BART system with a Subway station.

The purpose of the exercise was threefold: (1) to conduct WMD exercises in a realistic training environment; (2) to train with outside agencies, such as the 95th CST, using the incident command system; and (3) to work with new equipment that the Department had purchased with Homeland Security funds.

The deployment team consisted of one Assistant Chief, two Battalion Chiefs, one Captain, one Lieutenant, one Paramedic Captain, eight Firefighters, one Firefighter/Paramedic, one Training Lieutenant from the Division of Training as an evaluator, and a Training Captain, himself, as the coordinator. Captain Franklin noted that part of the exercise included the logistics of moving 17 people and all the equipment to West Virginia, and then daily back and forth between lodging and site.

The deployed Fire Department team wished to develop a communications plan which encompassed communications between members, the incident commander, the 95th CST and Headquarters in San Francisco. The plan developed was successful and used communications equipment that is used in San Francisco and which the 95th carries with them at all times. Another aspect to the experiment dealt with crew makeup. Members from both Rescue Squads, who are highly trained and experienced firefighters in tactical rescues, were deployed. Another item for testing was a type of respiratory protection that is different than that used by SFFD. Additionally, some HazMat and some search operations were conducted with most of the training falling under heavy rescue operations and included high-angle rescue, confined space entry and removal, shoring, breaching and lifting operations.

Part of the training included a component of mass casualty incidents for triage of patients. With a Medical Group Supervisor directing, patient triage, treatment, packaging and removal were practiced. A scenario developed by Colonel Smiley and Captain Franklin included an incident in the BART or Muni system during rush hour, when the team had to deal with 200 to 1,000

possible victims, treating them medically and then removing them for further transport. At this point, Captain Franklin started to show slides of the actual training that illustrated the previously presented material.

In closing, Captain Franklin stated that the training was difficult, long and tedious at times but every member of the deployed team felt that, if they had the opportunity to do it again, they would be first in line. Overall, it was an outstanding training exercise. Captain Franklin thanked Chief Hayes-White and the Commission for providing the opportunity.

Colonel Smiley explained that the Fire Department is undergoing the training due to San Francisco having some of the highest HVTs (High Value Targets), which include the Golden Gate Bridge and the numerous sports venues, such as the 49ers, the Raiders and a potential World Series; all this is of deep concern to him and the 95th. Furthermore, the military does not take the lead and only acts in a supporting capacity to the Incident Command, therefore, training directly with the Department is of paramount importance. He thanked Chief Hayes-White for her support and hoped it would continue, since building on this kind of training at every level prepares everyone better for incidents, such as 9/11, Madrid and London.

Commissioners asked questions and Colonel Smiley, Captain Franklin and members of the deployment team responded.

In closing, Chief Hayes-White thanked the 95th CST, under the command of Colonel Smiley, for providing such an excellent opportunity to the Department. She presented a Certificate of Appreciation to him.

Furthermore, the 17 members of the San Francisco Fire Department team thanked Colonel Smiley and presented him with a leather helmet, painted black and white like the rescue companies because the 95th, with their technical training and expertise, resembles them the most. The leather shield on the front of the helmet reads *National Guard 95th CST*. Colonel Smiley, in turn, had provided *Commander's Coins* to every member of the San Francisco team; the coins are only given to people who have shown extreme dedication, the will and the drive to exceed beyond anyone's expectation.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:50 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-60

FIRE COMMISSION REGULAR MEETING
Thursday – November 10, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.

NOV - 7 2005

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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meeting of October 27, 2005, and Special Meetings of October 27, 2005 (5:00 p.m.), and October 13, 2005 (5:00 p.m.).

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through B)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during October 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 8 through October 21, 2005.

Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Shortall, Diana	6281 Fire Safety Inspector	Service	Oct. 15, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 29	2	09-03-05 thru 09-04-05	Sec. 3926 (Tardiness & Failure to Report)

Resignation
Reporting resignation of Probationary H2 Firefighter Sean J. Juarez, effective October 27, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leave of absence with pay for the following members in order to attend the Office of Domestic Training course entitled *Enhanced Unified Command Operations* presented by the National Emergency Response & Rescue Training Center in College Station, Texas. The Office of Domestic Preparedness pays for all related costs for the training course to include course materials, round-trip travel, and lodging, backfill, etc. The following members are scheduled for these training dates:

November 7-11, 2005
- Deputy Chief Gary Massetani
- Assistant Deputy Chief Thomas Siragusa
- Captain David Sullivan
- Captain James Connors

November 14-18, 2005
- Deputy Chief Richard Kochevar
- Assistant Deputy Chief Lorrie Kalos

December 5-9, 2005
- Battalion Chief Kirk Richardson
- Assistant Deputy Chief Robert Navarro
- Paramedic Captain Pete Howes

Reporting leave of absence with pay for Inspector Alec Balmy, Bureau of Fire Prevention, for five days, October 17 through October 21, 2005, in order to attend *Fire Prevention 2B* class, presented by the Industrial Emergency Council in San Carlos, California. Registration fee is included in FY 2005-06 Budget. Inspector Balmy will not be replaced.

Reporting leave of absence with pay for Inspector John Darmanin and Fire Protection Engineer Fred Stumpp, Bureau of Fire Prevention, for one day, November 17, 2005, in order to attend a training class entitled *Classification of Hazardous Materials Seminar*, presented by the CFCA Fire Prevention Officers (NorCal Division), in Milpitas, California. Both Inspector Darmanin and Fire Protection Engineer Stumpp will pay for the cost of registration to the class. They will not be replaced.

Reporting leaves of absence with pay for Investigators Jennifer de Berry, Henry Tam and George Smith, Bureau of Fire Investigation, for two days, November 16 through November 17, 2005, in order to attend a training class entitled *Live Burn and Field Investigation Seminar* presented by the ACDA's Arson Task Force and Alameda Fire Prevention Officers Association, in Hayward, California. Investigators de Berry and Tam will pay for the registration fee for the class, and Investigator Smith will request reimbursement for expenses of his attendance to the class. They will not be replaced.

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard	H3 FF/PM	10-14-05	2	US Air Force Res.	Attend Unit
MSGT		10-15-05		Travis AFB, CA	Training Assembly

4.B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from October 21, 2005 through November 3, 2005:

1. From Martin Lyon, questioning the decision to brown-out engines just to conserve on funding as being without forethought as to adverse impact just to save money might have on incidents and condemning dwellers in the fire site to death or permanent injury. Copy: Commissioners and Chief of Department.

2. From Marsha Rosen, Executive Director, San Francisco Redevelopment Agency, thanking the Fire Department for exemplary service that was provided by Engine 29 in responding to a fire at SFRA's new Harbor Services Building at South Beach Harbor. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Stephen Privett, S.J., President, University of San Francisco, thanking Chief Hayes-White and Firefighter Barry for the loan of the 1960 American LaFrance Turbine Fire Engine for the USF Car Show on campus. Copy: Commissioners and Chief of Department.

4. From Michael Boyd, congratulating Chief Hayes-White on the recent and glowing write-up in Newsweek magazine. Copy: Commissioners and Chief of Department.

5. From Charles Dennis, Director, Mother Goose School, thanking Chief for a presentation on fire safety to the children, especially members of Truck 14 and Aisha Krieger from Truck 12,

Lieutenant Farac and all members of Station 14 for donating their own time. Copy: Commissioners and Chief of Department.

6. From Debby Lu, thanking Lieutenant Erica Arteseros and the Fire Department for the invaluable NERT training provided and praising the instructors for providing the information with clarity and urgency and hands-on experience. Copy: Commissioners Chief of Department and Deputy Chief, Administration.

7. From Supervisor Alioto-Pier, thanking Chief and staff for handling the unusual event, Icer Air 2005 ski jump, with skill since it posed difficult organizational issues for the Department. Copy: Commissioners and Chief of Department.

8. From Sandy, thanking Chief for the Fire Department and Station 13 for supporting the 2005 San Francisco NYLF/MED. Copy: Commissioners and Chief of Department.

9. From Elise Fraschina, thanking members of Engine 16 for saving her father's live and, more recently, her mother by convincing her to go to the Emergency Room at CPMC. Copy: Commissioners and Chief of Department.

10. From Ashley Ardien, expressing thanks on the behalf of the clients, staff and volunteers of the Alisa Ann Ruch Burn Foundation for the hard work and support of the 9/11 Memorial Motorcycle Parade. Copy: Commissioners and Chief of Department.

11. From Chuck Arnold, thanking Secretary for prompt reply and noting that the Chief should use the concept of the reduced water volume problem by 2.5" hydrants in press releases to stress the problem more. Copy: Commissioners and Chief of Department.

Action to be taken: Approval of the Consent Calendar (Items A through B)

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from the Emergency Medical Services Division providing an update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

5.B. Discussion of testing, promotions and the SFFD Promotional Process *[Discussion]*

5.C. Special Presentation – San Francisco Firefighters Toy Program *[Discussion]*

Sally Casazza, Program Director

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

aul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
lementine Clarke, *Commissioner*
eorge Lau, *Commissioner*
ictor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
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Tania Bauer, *Secretary*

No. 05-60

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – November 10, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke (excused at 8:20 p.m.)
Commissioner George Lau
Commissioner Victor Makras

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Johnny R. Lo	Division 2
Arthur W. Kenney	Division 3

EMS Officers:

Marshal Isaacs, M.D.	SFFD Medical Director
James M. Fazackerley	Section Chief, Operations

2. **PUBLIC COMMENT**

Al Sassus, referring to adaptors for fire hydrants, described a 1904 conflagration in Baltimore when all neighboring departments who came to help had a different adaptor and nothing fit He believed that it would take a long time to establish a national standard and to be able to enforce it.

Vincent Nolan, President, San Francisco Chief's Officers' Association, stated that members of the Association became aware of allegations challenging the integrity and competence of Thomas

Siragusa, Assistant Deputy Chief, Director of Training. These allegations claimed that as director of training, Chief Siragusa was not conducive to minorities and women. All members of the Chiefs' Association agree that he is one of the most competent officers and one of the best training officers the Department has had. Chief Siragusa has worked hard to improve firefighters' knowledge and abilities while also working to improve officer accountability. Just as the Department has a requirement that candidates pass the CPAT (Candidates Physical Ability Test), the Department needs to maintain Academy standards. Chief Siragusa has given the SFFD a sense of accountability and accomplishment.

Joe Moriarty, Vice President, San Francisco Firefighters Local 798, thanked the citizens of San Francisco, members of the Commission and members of the Department for supporting Proposition F, which ends brownouts and mandates that all fire stations remain open 24-hours each day starting with July 1, 2006.

Gillian Lucier, spoke in support of Chief Siragusa, noting that she had worked for a number of years with Chief Siragusa, both at the Division of Training and in the field, and found him to be excellent.

Sig Wallen, spoke in support of Chief Siragusa, stating that she has been in the department for seven years and the training the members have receiving has been outstanding. She heard of allegations of racism and sexism and came to the meeting to say, as a woman, that she sees a huge improvement in the Department.

Joe Driscoll, training officer, Division of Training and a training officer with the U.S. Army, Special Operations, spoke in support of Chief Siragusa, noting that training, where ever it occurs, must prepare firefighters or soldiers to face very dangerous and chaotic situations day and night. Chief Siragusa is highly qualified. Mr. Driscoll stated that he is proud to be part of the program that is aimed at producing excellent firefighters, both at the recruit level as well as at the in-service training level.

Joel Sato, President, Asian Firefighters Association, stated that the members of his Association were in full support of Chief Siragusa and the training staff at the Division of Training. The Asian Firefighters Association believes that Chief Siragusa always has the best interests of the recruits and Department in mind when doing his job.

Sebastian Wong, Paramedic Captain and training officer, Division of Training, spoke in support of Chief Siragusa, noting that, in the twenty years he has worked with him, he had never seen any hint of the type of behavior that would suggest the allegations and slurs cast upon him by the recent letter. Chief Siragusa's directions are always clear that the instructors are to prepare the recruits and in-service employees to do the best job they can, regardless of religion, race, creed or color. Captain Wong believes in Chief Siragusa's vision and leadership for the Division of Training, which produces the best prepared firefighters, EMTs and paramedics.

Gary Falls, training officer, Division of Training, spoke in support of Chief Siragusa, noting that he has one of the most diverse groups ever seen at the Division of Training. Chief Siragusa has shown the utmost professionalism and dedication to his job, the Department and the citizens of San Francisco.

Tom O'Connor, Treasurer, San Francisco Firefighters Local 798, spoke in support of Chief Siragusa and recalled that Chief Siragusa had been his captain for ten years. As a captain, Chief Siragusa had always demanded excellence and gotten excellence in return.

Dustin Winship, spoke in support of Chief Siragusa, explaining that he was a member of the 109th class which had just completed probation and, hopefully, exceeded the standard Chief Siragusa had set. Mr. Winship considered Chief Siragusa to be fair and disciplined, and looks forward to serving under him.

Michal Kricken, spoke in support of Chief Siragusa, noting that he was a proud member of the 109th class, Chief Siragusa's first class as Director of Training, whose many members were present indicating their full support for Chief Siragusa.

Ryan Silva, another member of the 109th class, spoke in support of Chief Siragusa, stating that he had worked for four other departments and had been through four academies, and found that SFFD's academy, under Chief Siragusa's leadership, was by far the best.

Steven Strong, President, San Francisco Firefighter/Paramedics Association, spoke in support of Chief Siragusa, stating that Chief Siragusa has been very inclusive as can be evidenced when he developed standards for paramedics when doing engine and truck rotations. Mr. Strong believed that the best prepared recruits coming to the fire stations have been under the tenure of Chief Hayes-White and Chief Siragusa as Directors of Training.

Richard Stacks, referred to a 1905 report submitted by the National Board of Fire Underwriters to the Fire Commission the year before the earthquake and fire in April of 1906, which described the city's physical condition, fire hazards, water supply, fire defenses and fire department capacity. He quoted from the report "Not only is the hazard extreme in the [downtown district] but its residential areas also make it . . . unmanageable from a firefighting standpoint by reason of adverse conditions introduced by topography. San Francisco has violated all underwriting traditions and precedent by not burning up . . . largely due to the vigilance of the fire department, which can not be relied upon indefinitely to stave off the inevitable". Mr. Stacks pointed out that this was quite different from the way Ed Harrington, Controller, had gone about assessing the fire safety needs of San Francisco.

Allison Yee, spoke in support of Chief Siragusa, stating that the training has been the best that she has seen in the past ten years as a firefighter. She noted that some women had asked Chief Siragusa if he would support one-day classes for women who felt they weren't as familiar with certain skills, because of, for example, not having had experience with construction, and Chief Siragusa was very supportive of this request. As to the allegation that Chief Siragusa was not supportive of women or minorities, speaking as a woman and a minority, she has not felt any of that.

Ken Smith, spoke in support of Chief Siragusa, noting that even though allegations have been tossed about, one should look at facts, such as, that for the first time in years morale is on an upswing. With so many experienced firefighters retiring now, good training is essential to instill basic minimal skills. This training should be done at the academy's training tower, which is what Chief Siragusa is doing, and not on the fire ground,. A new academy graduate can be involved in a fifth alarm fire the first day on the job and needs to know what to do. Racism is everywhere, it's in different forms, but not in this Administration and not at the Division of Training.

President Conroy thanked those who provided public comment. He explained that most of the individuals who provided public comment were referring to a letter, dated October 26, 2005, from the Black Firefighters Association (BFA). He asked Chief Hayes-White to provide her own reaction and the Department's response to the letter.

Joanne Hayes-White, Chief of Department, confirmed receipt of the letter from the BFA and assured President Conroy that the Department is taking the allegations very seriously and that

she has requested an immediate internal investigation. Furthermore, the Department is in close communication with the City Attorney's Office and has requested assistance from the Director of the Department of Human Resources in making this an open process as facts are gathered and analyzed.

Chief Hayes-White pointed out that Mayor Newsom, when he appointed her, gave her full authority in selecting her team. Having spent four years at the Division of Training, she wished a replacement that was close to her principles. She selected Chief Siragusa for his work ethic and he, in turn selected an outstanding team of training instructors who adhere to all training standards while providing a supportive environment.

Chief Hayes-White considers the fire service to be a dangerous occupation and training standards must remain high to assure the safety of the members. Training standards must be adhered to because it is her responsibility to keep the workforce and every member of the Department safe. She assured the Commission that the Department is moving quickly and thoroughly on this sensitive issue.

Commissioner Nakajo thanked the many members of the Department who came to provide public comment since he believed that it is important for the members to voice their remarks and for the Commission to hear their concerns. He appreciated that the Chief has moved quickly on this matter and hoped once the fact finding is complete that a report will be provided to the Commission since the allegations being investigated are serious in nature.

Commissioner Clarke found it interesting that serious allegations had been made in the letter and yet there were no representatives from the Black Firefighters Association present at this meeting. She stated that one must be very careful when using the word *racist* or *racism,* and she is very sensitive to it and takes it very seriously, being from the deep South and a woman of color.

Commissioner Conroy noted that he had gotten to know Chief Siragusa, by reputation and results primarily, and thought of him as being very professional and as a person who follows objective standards and lives by them. He will continue to believe that until it is refuted.

Furthermore, Commissioner Conroy wished for a thorough investigation in order that the Commission may know everything that underlies the charges. The Commission would like to understand what the specific standards are that are being used in the Academy, how they are measured, and how this all works in the context of the investigation. He wished for the findings and the report to be presented before the Commission in a public meeting.

Commissioner Conroy declared that it was easy to make allegations and bring charges but it is another matter to prove the claims. What has occurred recently is that charges are made within the Department and, when they are not proven, they just fade away. There was a lawsuit and the Commission did hear that it was dismissed. Next came a very serious charge that chief officers had committed perjury during a disciplinary hearing. The Commission reopened the disciplinary hearing and received a significant amount of evidence but there was no truth to those charges whatsoever. Yet, no communication went out that stated that the chief officers did not perjure themselves and that they were telling the truth. It is important for the Commission to find out what the facts are and to come to an open determination of whether there is any truth to these new charges. The Department's reputation is at stake. Commissioner Conroy thanked Chief Hayes-White for undertaking the investigation and he thanked everyone who came to the meeting for sharing their thoughts with the Commission.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meeting of October 27, 2005, and Special Meetings of October 27, 2005 (5:00 p.m.), and October 13, 2005 (5:00 p.m.).

Commissioner Clarke moved and Commissioner Lau seconded. There were no questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during October 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 8 through October 21, 2005.

Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Shortall, Diana	6281 Fire Safety Inspector	Service	Oct. 15, 2005

(Retirement Certificates will be presented at a Fire Commission Meeting in November)

Suspension
Reporting the following suspension:

No./Rank of Members	*Unit*	*Days Suspended*	*Dates*	*Violation of*
1 H3 FF/PM	Medic 29	2	09-03-05 thru 09-04-05	Sec. 3926 (Tardiness & Failure to Report)

Resignation
Reporting resignation of Probationary H2 Firefighter Sean J. Juarez, effective October 27, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leave of absence with pay for the following members in order to attend the Office of Domestic Training course entitled *Enhanced Unified Command Operations* presented by the National Emergency Response & Rescue Training Center in College Station, Texas. The Office of Domestic Preparedness pays for all related costs for the training course to include course materials, round-trip travel, and lodging, backfill, etc. The following members are scheduled for these training dates:

November 7-11, 2005
Deputy Chief Gary Massetani Captain David Sullivan

Assistant Deputy Chief Thomas Siragusa — Captain James Connors

November 14-18, 2005
Deputy Chief Richard Kochevar — Assistant Deputy Chief Lorrie Kalos

December 5-9, 2005
Battalion Chief Kirk Richardson — Paramedic Captain Pete Howes
Assistant Deputy Chief Robert Navarro

Reporting leave of absence with pay for Inspector Alec Balmy, Bureau of Fire Prevention, for five days, October 17 through October 21, 2005, in order to attend *Fire Prevention 2B* class, presented by the Industrial Emergency Council in San Carlos, California. Registration fee is included in FY 2005-06 Budget. Inspector Balmy will not be replaced.

Reporting leave of absence with pay for Inspector John Darmanin and Fire Protection Engineer Fred Stumpp, Bureau of Fire Prevention, for one day, November 17, 2005, in order to attend a training class entitled *Classification of Hazardous Materials Seminar*, presented by the CFCA Fire Prevention Officers (NorCal Division), in Milpitas, California. Both Inspector Darmanin and Fire Protection Engineer Stumpp will pay for the cost of registration to the class. They will not be replaced.

Reporting leaves of absence with pay for Investigators Jennifer de Berry, Henry Tam and George Smith, Bureau of Fire Investigation, for two days, November 16 through November 17, 2005, in order to attend a training class entitled *Live Burn and Field Investigation Seminar* presented by the ACDA's Arson Task Force and Alameda Fire Prevention Officers Association, in Hayward, California. Investigators de Berry and Tam will pay for the registration fee for the class, and Investigator Smith will request reimbursement for expenses of his attendance to the class. They will not be replaced.

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard MSgt	H3 FF/PM	10-14-05 10-15-05	2	US Air Force Res. Travis AFB, CA	Attend Unit Training Assembly

4.B. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from October 21, 2005 through November 3, 2005:

1. From Martin Lyon, questioning the decision to brown-out engines just to conserve on funding as being without forethought as to adverse impact just to save money might have on incidents and condemning dwellers in the fire site to death or permanent injury. Copy: Commissioners and Chief of Department.

2. From Marsha Rosen, Executive Director, San Francisco Redevelopment Agency, thanking the Fire Department for exemplary service that was provided by Engine 29 in responding to a

fire at SFRA's new Harbor Services Building at South Beach Harbor. Copy: Commissioners, Chief of Department and Deputy Chief, Operations.

3. From Stephen Privett, S.J., President, University of San Francisco, thanking Chief Hayes-White and Firefighter Barry for the loan of the 1960 American LaFrance Turbine Fire Engine for the USF Car Show on campus. Copy: Commissioners and Chief of Department.

4. From Michael Boyd, congratulating Chief Hayes-White on the recent and glowing write-up in Newsweek magazine. Copy: Commissioners and Chief of Department.

5. From Charles Dennis, Director, Mother Goose School, thanking Chief for a presentation on fire safety to the children, especially members of Truck 14 and Aisha Krieger from Truck 12, Lieutenant Farac and all members of Station 14 for donating their own time. Copy: Commissioners and Chief of Department.

6. From Debby Lu, thanking Lieutenant Erica Arteseros and the Fire Department for the invaluable NERT training provided and praising the instructors for providing the information with clarity and urgency and hands-on experience. Copy: Commissioners Chief of Department and Deputy Chief, Administration.

7. From Supervisor Alioto-Pier, thanking Chief and staff for handling the unusual event, Icer Air 2005 ski jump, with skill since it posed difficult organizational issues for the Department. Copy: Commissioners and Chief of Department.

8. From Sandy, thanking Chief for the Fire Department and Station 13 for supporting the 2005 San Francisco NYLF/MED. Copy: Commissioners and Chief of Department.

9. From Elise Fraschina, thanking members of Engine 16 for saving her father's live and, more recently, her mother by convincing her to go to the Emergency Room at CPMC. Copy: Commissioners and Chief of Department.

10. From Ashley Ardien, expressing thanks on the behalf of the clients, staff and volunteers of the Alisa Ann Ruch Burn Foundation for the hard work and support of the 9/11 Memorial Motorcycle Parade. Copy: Commissioners and Chief of Department.

11. From Chuck Arnold, thanking Secretary for prompt reply and noting that the Chief should use the concept of the reduced water volume problem by 2.5" hydrants in press releases to stress the problem more. Copy: Commissioners and Chief of Department.

Commissioner Makras moved and Commissioner Clarke seconded. There were no questions or discussion and Items A through B on the Consent Calendar were approved or ordered filed as appropriate.

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Chief Hayes-White wished to acknowledge the passage of Proposition F and informed the Commission that on July 1, 2006, full staffing will be restored to the levels of January 1, 2004. She declared that the Department is working with the Mayor's Budget Office on an implementation analysis. FY 2006-07 will again be challenging and it will be another deficit year citywide of PPROXIMATELY $100 MILLION.

Chief Hayes-White explained that the Fire Department is a General Fund department and anytime extra funding is forthcoming, it is welcome. She looks forward to full staffing and no more engine brown-outs. Chief Hayes-White is somewhat concerned that with another deficit year, the Department will be once again asked to reduce its operating budget, which is already lean on the Administration side. She stated that this time around she will be very reluctant to give up anything more since year after year, the Department has demonstrated that it is a team player and has wanted to adhere to the Mayor's request for all City departments to reduce budgets. She reiterated that in FY 2006-07, the Department will have little to contribute to any deficit. In analyzing the impact of Proposition F for FY 2006-07, it will be an additional $6 million in the Department's operating budget.

Chief Hayes-White noted that it had been a busy week with multiple working fires and two third and two second alarms. She had been at many of the greater alarms and observed great teamwork, which can be attributed not only to company and chief officers but also to the Division of Training's in-service training program. She wished to acknowledge the work of the Bureau of Fire Investigation, which has been kept busy due to four greater alarms.

Chief Hayes-White, referring to the September 15th Capp Street fire, acknowledged the work, under the direction of Deputy Chief Massetani, of Chief Siragusa, Captain Franklin and Captain Connors in assembling a thorough and comprehensive safety report. The report is awaiting a part from Lion Manufacturing, vendor for Personal Protective Equipment (PPE), before it can be finalized and distributed to the Commission and the field. She had been impressed with the report, especially with the "lessons learned" analysis, which refers to items to be aware of in the future, as well as a step by step analysis of the difficult conditions faced by firefighters upon entering 395 Capp Street, a 12-unit apartment building.

In reference to hydrants and adaptors, Chief Hayes-White announced that the City Operations and Neighborhood Services Committee had re-agendized the meeting to November 21st, at Supervisor Mirkarimi's request about the state of the city's readiness in the event of a disaster, be it natural or an act of terrorism. The lead presenting agency will be the Office of Emergency Services describing their role. Supervisor Mirkarimi has also requested the presence of the Fire and Police Chiefs to describe their Department's respective roles.

President Conroy acknowledged the passage of Proposition F and saw it as a challenge because it was a vote by the people of San Francisco to indicate that they wanted more attention paid to the Fire Department and to public safety in San Francisco. He believed that the people took it upon themselves, by this vote, to allocate at least $6 million more to the Fire Department so that the City could be protected. He hoped that this message is clearly heard by the decision makers within City government because he did not believe that the public intended that the $6 million it voted to end brown-outs was intended to be taken away from somewhere else within the Department. President Conroy reiterated that both the Commission and the Department have a challenge before them in defending and preserving the $6 million that the people of San Francisco considered important for the Department to have.

REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations, provided the report for the period from October 13, 2005 to November 6, 2005: 4 Greater Alarm Incidents; and 37 working fires. The Greater

Alarm fires resulted in: (1) $1,850,000 in total loss; (2) $850,00in property damage; (3) $950,000in content damage; (4) $366,000in exposure property damage; (5) $776,000 in exposure content damage;(6) 5 civilians injured and 1 civilian fatality; (7) no firefighter injuries and no firefighter fatalities; and (8) 21people displaced. He discussed in detail the Greater Alarm incidents, especially the South Van Ness Hertz rental place, where the propane incident occurred and included color copies of the site.

Chief Kochevar announced that General Order 05 A-50 was issued to the field regarding the use of air horns. The General Order limits the use of air horns to high risk situations, and only company officers will control the use of siren and air horn. Initial feedback from the residents of the Tenderloin Corridor, through an email from David Villa-Lobos, indicated that some relief has been achieved.

Chief Kochevar stated that Battalion-based Training Module 7 – Neurological Emergencies, Rapid Intervention Crew(RIC)Training and Confined Space Awareness Refresher Training- had concluded on November 4th at the Treasure Island Training Center, with 888 members attending.

Furthermore, an unannounced "Recall Drill" was conducted on October 27th requesting companies and bureaus to simulate an emergency personnel recall. The drill started at 6:00PM and concluded at 9:00 PM. Voice messages were left if live contact was not made, with members requested to call back to the station with an answer to the request: (1) 957 members were contacted or replied to messages; (2) 169 were left messages but did not reply; and (3) 83 members could not be contacted.

Chief Kochevar declared that Mayor Newsom issued a memorandum requesting 100% compliance with completion of employee performance appraisals. Chief Casserly and MIS staff developed a Performance Appraisal Report using the PeopleSoft system for the ranks of H2 Firefighter,H3 Firefighter/Paramedic, H20 Lieutenant and H30 Captain. The computerized reporting system will replace the current typewritten hard copy procedure and will make tracking and compliance more accurate. Development of Performance Appraisal forms will continue for the ranks not included above.

In closing, Chief Kochevar noted that an Advanced Structural Collapse Training course, arranged by Chief Siragusa at the NASA AIMS facility at Moffitt Field, was conducted over a 6-day period from October 24th – 29th, with 28 members attending. He stated that Chief Massetani, Chief Siragusa, Captain Franklin and he observed the training. Photos of a simulated building collapse and an earthquake aftermath, including members constructing shoring, are included in the Commissioner's packet. He declared that Chief Fazackerly will provide the Halloween After-action Report as part of the EMS report.

Commissioner Nakajo had concerns about the Halloween report and the ever increasing number of attendees, currently up to 500,000. He noted that there were 38 cases between the hours of 8:30 PM and 2:00 AM and assumed that there were accessibility difficulties. He added that he understood that it was a well organized affair considering the amount of people.

Chief Hayes-White responded that the Department did an excellent job. She stated that there were concerns about the Department participating in putting up barricades but the barriers were necessary for emergency access lanes. She declared that she has great concerns about the event since the Fire Department receives no funding for their planning and participation yet the Police Department has overtime funding for the event. Fortunately, the Police, Fire and Sheriff's Departments work well together but each year the event gets bigger and bigger as do her concerns regarding safety.

Commissioner Lau related an incident when a Commissioner of another City agency, whose office happened to be located opposite the Hertz rental on South Van Ness, called him telling him of the birds-eye view he had of the incident when members were attacking the fire. He was very impressed with the speed and efficiency of the Department's operation, since this was a big fire which was put out in a relatively short time. Commissioner Lau wished to share how other City agencies are observing the Department's operations and appreciate the good work done by the Department.

Glenn Ortiz-Schuldt, Assistant Deputy Chief, EMS Chief, introduced James Fazackerly, EMS Section Chief, Operations, who provided the summary of EMS Division activities for the month of October 2005: (1) the Department responded to 5,700 EMS calls; (2) 3,800 were code 3 calls with lights and siren or 68% of the total; (3) Rescue Captains or paramedic captains responded to 700 of the responses or approximately12% of pre-hospital responses.

The EMS Division had some special responses during the Halloween Event in the Castro, which have already been summarized by Chief Hayes-White and Chief Kochevar. Chief Fazackerly wished to acknowledge the efforts of Dr. Isaacs in continuously planning for this event throughout the year with various City agencies, attending those meetings and providing continuity with the Department's efforts with the event. Chief Fazackerly also wished to acknowledge the staff at the Emergency Communications Center (ECD), especially the Fire communications staff, which kept vital links open throughout the event. He thanked the members of Engine 10 and Engine 12 for breaking apart their units to staff the golf-cart style vehicles which protected the public using the access lanes – a novel way for the Department to respond but very effective during a huge crowd event.

Chief Fazackerly noted that response time performance during October was similar to that of the past months. The Department lags in the first defibrillator response times in battalions 8, 9 and 10, with a lag of about one minute, and with a city-wide time of about 5 minutes overall. Code 3 ambulance transport met the 90th percentile citywide except for a ten second delay in battalion 10. He was pleased to relate that in all battalions, the fire paramedic unit arrived on the scene well beneath the 7 minute standard citywide and Code 2 responses for ambulance were also well below the 20minute required standard.

Furthermore, staffing included an average of 20 ambulances around the clock and 23 ALS engines on duty during the day. Clinical risk management activities showed a receipt of 16 new cases, most of which involved interpersonal communication problems. Eight cases were closed and 26 remain open and are currently under investigation or being processed for closure. Outreach activities continue being provided by Captain Tangherlini and H1s. Captain Tangherlini continues to work with eight to ten high-frequency 911 users, particularly in the high-risk homeless population.

Chief Ortiz-Schuldt presented an update on the EMS Reconfiguration and noted that the first significant milestone had been accomplished, namely, submittal of the paramedic applications on October 27, 2005. All applications had to be hand delivered to the Division of Training between 8:00 AM to 5:00 PM and only three items were required: the application itself, a copy of the paramedic license and a copy of a valid driver's license with an ambulance driver certificate. Chief Ortiz-Schuldt illustrated the process with photos taken at the site. He thanked Jesusa Bushong, Human Resources Manager, and her staff for their work in making the process successful. In total, 329 valid applications were submitted.

Chief Ortiz-Schuldt announced that the next milestones were: (1) a written examination on November 14th and 15th, with 85 sitting for the examination; (2) a skill performance and oral

interview on December 5th – 9th at Treasure Island; and (3) a physical ability test including carrying/lifting equipment, dragging a dummy and unloading and reloading a stretcher. During January, medical examinations and background checks will be on-going. The training academy is scheduled to begin on February 6, 2006, with a class of 24 candidates undergoing four weeks of training followed by eight to ten days of field clinical assessment. Once the above tasks have been satisfactorily completed, they can finally be deployed in the field as paramedics.

In closing, Chief Ortiz-Schuldt announced that a class of 24 candidates is planned to start every six to eight weeks. After the last of four classes is completed, the Department plans to start a concentrated outreach and recruitment effort for the EMT positions in the community.

PUBLIC COMMENT
Richard Stacks pointed out that over quite a number of years the City has not properly funded fire safety, as indicated in his analysis. He strongly urged the Commission to speak more forcefully in favor of fire safety. Mr. Stacks cited the following from his analysis from FY 1990-91 to FY 2005-06 (a 15-year period): (1) General Fund (local taxes) increased from $1.1 billion to $2.5 billion, 125% increase; (2) SFFD funding from the General Fund dropped by $4 million; (3) number of emergency incidents, including Fire, EMS and miscellaneous *doubled*; and (4) number of Fire and EMS personnel on duty each day decreased during the period. He explained that uniformed staff productivity doubled during the past 15 years, with no additional cost to the taxpayer. Mr. Stacks advised the Commissioners that when they meet with the Supervisors they should ask what other City Department has doubled its productivity and drawn no tax revenue increase over a 15-year period.

Steven Strong, President, Firefighters/Paramedics Association, declared that what has been taking place in the past few weeks regarding the EMS Reconfiguration has been a critical morale boost not only to firefighter/paramedics but to everyone working in the field. He implored the Commission to fully support the Reconfiguration until the Chief's and her staff's vision is fully implemented.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

Item 5.C. was taken out of order.

5.C. Special Presentation – San Francisco Firefighters Toy Program *[Discussion]*

Sally Casazza, Program Director, San Francisco Firefighters Toy Program, provided a brief description of her background. She worked in the private sector until early retirement and then as the Local 798 Office Manager. When the opportunity came, she accepted the position at the Firefighters Toy Program. Ms. Casazza has considerable volunteer experience, and in her first full year as program director she has already established a new partnership with the San Francisco Unified School District and the San Francisco Archdiocese through which children come to the firehouse for a field trip to Santa's Workshop. It has been so successful that all dates were booked within a week of the notice going out.

In closing, Ms. Casazza invited everyone to visit the Toy Program at anytime and welcomed everyone to the opening lunch on November 17th. She added that the Firefighters Toy Program also serves as an excellent public relations tool for the Fire Department.

Commissioner Conroy wished to know if the Toy program plans to hand out disaster preparedness kits along with toys to needy families. Ms. Casazza responded that the Toy Program is partnering with Chief and they are preparing to hand them out to the families that

come. Last year, 200,000 applications were received from families most of whom have several children. Chief Hayes-White wished to acknowledge Ms. Casazza for her efforts and noted that she was a great communicator and fundraiser.

5.B. Discussion of testing, promotions and the SFFD Promotional Process *[Discussion]*

President Conroy thanked Commissioner Nakajo for requesting the presentation and provided a short introduction. He considered it to be an important issue, which has now reached a crisis level for the Department, since no civil service promotional examinations have been given for many years. He, as well as the rest of the Commission, was deeply concerned and hoped for a timely resolution.

Chief Hayes-White stated that even though the promotional exams are a priority for her administration, they are not able to move forward with the promotional process. If they could, they would give the H30 Captain's exam first, followed by the H20 Lieutenant's and then the H40 Battalion Chief's exam.

Chief Hayes-White provided a brief history, starting with August of 2000. Department representative, City representatives and Local 798 met to begin the editing of Civil Service Rule 310 and 313, which is concerned with examinations in the Fire Department. Over a period of two and a half years, the Civil Service Commission, the Fire Department and Local 798 representatives met in an attempt to reach an agreement of which certification rule to use with the eligible list. A number of times the parties were very close to an agreement and then the process would break down again. Agreement was almost reached at one point with the Rule of Five Scores but it was finally not signed off. In February of 2003, the Civil Service Commission adopted a rule specifying the Sliding Band as a certification rule for the Fire Department that would apply to all future promotional eligible lists. Another part of the certification rule adopted by the Civil Service Commission was the presentation of secondary criteria for the Commission's approval prior to posting a job announcement.

In response to this ruling by the Civil Service Commission, Local 798 filed a petition challenging the Commission's authority to adopt a certification rule without an arbitration process. The Superior Court judge ruled in favor of the Commission stating that the certification rule was not subject to arbitration. Local 798 appealed the judgment to the California Court of Appeal, which unanimously granted the union's petition and ordered the certification rule to arbitration. The City asked the California Supreme Court to review the case, and that is where it is currently pending. She added that it could be 18 months before the Court hears oral argument, and only then will its decision be issued.

Chief Hayes-White noted that this was not good news but the Department is managing by making provisional appointments and acting assignments. She provided the following examples: (1) H30 Captains – 80 positions authorized, currently 15 permanent captains and 65 vacancies; (2) H20 Lieutenants – 209 authorized positions, currently 96 permanent and 113 vacancies; (3) H40 Battalion Chiefs – 38 authorized positions, currently 16 permanent and 22 vacancies. The vacancies are being filled with some provisional appointments, some acting appointments and some like work like pay assignments.

In closing, Chief Hayes-White pointed out that the Chief Massetani and she have met regularly with Phil Ginsberg, Director of Human Resources, as well as members of his staff, and they have the same concerns regarding the lack of a promotional exam process for so many years.

Discussion ensued, with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Nakajo wished to know how the permanent vacancies were filled. Chief Hayes-White responded that it was through provisional appointments, acting appointments and LWLP (Like Work, Like Pay) details. She added that on any day there may be 40 to 55 details, which creates a lot movement with a potentially adverse effect on operations. It also creates a domino effect because each time someone is pulled to a higher rank, he or she must be replaced.

Commissioner Conroy referred to the times he has been to firehouses and had dinner with members of the Department, and how they always shared their opinions. He has been lectured on the lack of promotions in the Department by many different members of many different firehouses throughout the City. He has concluded that the lack of promotions is truly the biggest problem that faces the Department. Commissioner Conroy believes that it has manifested itself in disciplinary problems and also low morale. He also believes that the lack of promotions has a detrimental affect on company-level training. He asked Chief Hayes-White whether some type of permanency can be given members who are working outside of their civil service rank so that they can be assigned to a particular company and have some investment in that company.

Chief Hayes-White responded that for provisional and acting assignments, the Department attempts to assign them to a particular station or company for consistency and accountability. An item that the Department has explored, subject to meet and confer with Local 798, is to mirror in some way an exam process as part of the provisional process. The Department believes it is in the interest of everyone to have a promotional process and she reiterated that the matter is out of the hands of the Department.

Commissioner Conroy wished to know if there is a standard that the Chief applies in determining who is selected for a provisional appointment and who for a LWLP assignment. Chief Hayes-White responded that LWLP assignments are based strictly on seniority as mandated by the MOU. She assured the Commission that a set of criteria is in place when she considers provisional assignments and includes such factors as (1) years with the Department, (2) assignments held, (3) committees served on, (4) formal education, (5) fire service related education, (6) lack of discipline, and (7) community involvement.

Commissioner Makras wished to know if there were more provisional assignments, would there be less LWLP details. Chief Hayes-White responded in the affirmative. Commissioner Makras wished to know what an optimum balance would be between provisional and LWLP assignments that would positively impact morale, discipline and training/drills. He noted that it was obvious that a higher ratio of provisional assignments was preferred. Chief Hayes-White responded that she agreed with Commissioner Makras' premise but explained that provisional appointments require a personnel requisition that must be approved by the Controller's Office and the Department of Human Resources. There must be a true vacancy as in a retirement or resignation.

Commissioner Makras stated that there were numerous possibilities that should be examined, including the economic impact of LWLP assignments versus provisional appointments. He asked that the matter be calendared for further discussion at an upcoming meeting. He strongly believes that the lack of a promotional process affects morale, and any aspects that improve morale, improve service.

PUBLIC COMMENT
Richard Stacks observed that beyond the matter of litigation there is the question of the type of test to be administered. The tests designed while the consent decree was in effect were very expensive. He believed that tests have to be administered on a regular basis and they should not cost a great deal of money to administer. Mr. Stacks noted that the high rates of discipline,

questions of substance abuse in the firehouses and even accidents are not the problems but are symptoms of a problem. That problem is weak to nonexistent management at the company and firehouse level. It is not due to weak individuals but due to them being temporary and acting and there is no permanency. Regular tests also result in a higher level of knowledge in the Department because members are studying for the next test. He stated that it is imperative for the Fire Department to have tests.

Joe Moriarty, Vice President, Local 798, recounted how he had been involved in each and every meeting with the Civil Service negotiators since August of 2000. I was a long and arduous process and the negotiations finally fell apart resulting in the case being before the California Supreme Court. Mr. Moriarty emphasized that it was critical that the Department have examinations; it is critical to the promotional process and to the Fire Department. It is also critical to have a fair and equitable certification process. He explained that it had been Local 798's expectation that if negotiations reached an impasse with the Civil Service Commission, they would turn to the arbitration process mandated in the Charter.

Mario Ballard stated that his rank in the Department is Captain and he believed he held the record for going longest without a test in the Division of Fire Prevention and Investigation, at least 20 some years. He stated that Prevention lags behind Suppression in testing, and it would be perhaps five years before a test was given. Mr. Ballard informed the Commission that Prevention had made a recommendation to the previous Administration and they would like to propose it again to this Administration: The scopes for the tests in Prevention and Suppression could be developed during this waiting period, designed and agreed upon by the Administration and the personnel organizations (unions), and then presented to the rank and file. This would provide everyone an opportunity to be prepared when the tests were given and the Department would have a well-qualified and well-prepared group throughout the Department to sit for the tests.

Larry Bradshaw, Representative, Paramedic Chapter, Local 790, stated that everyone agreed that delay in the appointment and testing process is a detriment to the Department and to the individuals. He hoped that in the meantime a way could be found to not penalize members of the Department. Mr. Bradshaw referred to the General Order that announced that the Fire Department was accepting applications for the position of Captain at the Emergency Communication Center. Unfortunately, the position was only open to members who held a permanent rank of H20 Lieutenant. He believed that this General Order excludes many capable candidates, some of whom have been provisional Lieutenants for eight to ten years. He also referred to the 160 new employees coming into the Department who will need career paths and who may have good EMS or communication experience but would not be eligible if Suppression experience would be always required.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:00 p.m. in memory of Firefighter Charles Passanissi.

Tania Bauer
Secretary

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Vincent Nolan
Battalion 7
President San Francisco Chief's Association

Dear Members of the Fire Commission,

On November 09,2005, it was brought to my attention that Chief Saragusa was charged with allegations concerning his integrity, and competence, concerning his job performance.

Upon contacting Chief Saragusa I was informed that he was alleged to be a "racist" and also charged that as director of training, "he was not conducive to women and minorities".

Of all the members, in the Chief's Association, that I have spoken to so far, all agree that Chief Saragusa is not only one of the most competent officers in the department but one of the best training officer that we have ever had.

Chief Saragusa has worked extremely hard to improve our firefighters knowledge and abilities, while working on officer accountability.

If this needs to be clarified and/or verified all one needs to do is check G.O. 2004 –A-76 to see how Chief Saragusa has made A.C's, B.C's, CPT's, and LT's accountable for drills and responsible for written reports to the Division of Training.

The SFFD has the requirement that all firefighter applicants pass Physical Ability Testing (CPAT).

The SFFD must also require that academy standards be maintained.

At the last Chief's Association meeting August 26,2005, Chief Hayes White stated that academy standards "will not be lowered".

Chief Saragusa is only maintaining this standard.

Chief Saragusa has given the SFFD a sense of accountability and accomplishment.

To remove a person with Chief Saragusa's qualifications would be unwise, inappropriate and unjustified.

Bat. 7 Tour 14

Public Comment Statement – This summary statement is provided by the speaker and is neither generat by, nor are its contents subject to approval by, the Fire Commission

11/9/05

Dear Fire Commissioners:

As the Director of Training, ADC Tom Siragusa has supported the Mission Statement of the S.F.F.D. He has a training staff that represents the diversity of the Department. He has added to the diversity of the Department with the graduation of two recruit classes. He has established standards of competency that reflect new missions in the fire service. He has increased in-service training opportunities for all members of the department. He is well respected by the members of the Department that reflect the diverse employees of the S.F.F.D.

The members of this Department appreciate what Tom Siragusa brings to the S.F.F.D- ethics, principles, dedication, training opportunities for all, and a goal of making quality firefighters for the Department, as well as for the citizens of the City.

The Fire Commission, Administration, and members of the Department should acknowledge Tom Siragusa for his efforts in improving the S.F.F.D.

Respectfully,
Jim Connors
San Francisco Fire Dept.

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL MEETING
Tuesday – November 22, 2005 – 5:00 p.m.
698 Second Street, Room 102

AGENDA

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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of San Francisco Firefighters vs. City and County of San Francisco (Supreme Court Case No. S131818).

1. Vote on whether to hold Closed Session

2. Public Comment on all matters pertaining to Closed Session

3. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b)

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

05-62

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL MEETING
Tuesday, November 22, 2005 – 5:00 p.m.
698 Second Street, Room 102

Item No.

1. **On ROLL CALL,** the following were present:

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

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2. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

Pursuant to the State of California Government Code, Section 54956.9(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of San Francisco Firefighters vs. City and County of San Francisco (Supreme Court Case No. S131818).

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Commissioner Nakajo moved for a Closed Session and Commissioner Lau seconded. The Commission went into Closed Session at 5:05 PM

2. There was no public comment pertaining to the Closed Session.

3. The Commission reconvened in open session at 5:55 PM

   a. Commissioner Lau moved not to disclose any action taken in closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

   b. Commissioner Makras moved not to disclose any discussion during closed session and Commissioner Lau seconded. The motion was unanimously approved.

3. **ADJOURNMENT**
The Special Meeting was adjourned at 6:00 PM.

05-62

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-63

FIRE COMMISSION SPECIAL MEETING
Tuesday – November 22, 2005 – 6:00 p.m.
698 Second Street, Room 102

AGENDA

DOCUMENTS DEPT.

NOV 18 2005

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Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Minutes of the Regular Meeting of November 10, 2005, not ready for approval.

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) alternative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 22 through November 4, 2005.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Scott, Dale N.	H2 Firefighter	Service	Oct. 29, 2005
Lee, Melvin J.	H1 Fire Rescue Paramedic	Service	Oct. 08, 2005

(Retirement Certificates will be presented at Fire Commission Meeting of January 26, 2006)

Resignation
Reporting resignation of Probationary H2 Firefighter Derrick C. Sy, effective close of business November 1, 2005. (Resigned with satisfactory services. Started work 09-19-05.)

Leaves
Reporting leaves of absence with pay for the time period from September 2005 through October 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
1	H1 Paramedic	65
12	H2 Firefighter	276
2	H3 Firefighter/Paramedic	34
1	H20 Lieutenant	40
	Total Number of Days with Pay	415

Reporting intermittent leaves with pay for the time period from October 2005 through November 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	7388 Utility Plumber	Oct 31, 2005 – Jan 31, 2006
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006
1	H2 Firefighter	Oct 14, 2005 – Oct 13, 2006
1	H2 Firefighter	Jan 4, 2006 – Oct 3, 2006
1	H2 Firefighter	Oct 1, 2005 – May 4, 2006
1	H2 Firefighter	Oct 12, 2005 – Oct 12, 2006
1	H2 Firefighter	Oct 1, 2005 – Oct 1, 2006
1	H2 Firefighter	Oct 8, 2005 – Oct 8, 2006
1	H2 Firefighter	Nov 14, 2005– Nov 13, 2006
1	H2 Firefighter	Nov 15, 2005– Nov 14, 2006
1	H2 Firefighter	Oct 31, 2005 – Jan 31, 2006
1	H20 Lieutenant	Oct 17, 2005 – Oct 16, 2006
1	H33 Fire Rescue Captain	Oct 29, 2005 – Oct 29, 2006

Reporting leaves of absence without pay for the time period from July 2005 through September 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
3	H2 Firefighter	282
2	H3 Firefighter/Paramedic	98
	Total number of Days w/o Pay	380

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard MSgt	H3 FF/PM	11-04-05 11-05-05	2	US Air Force Res. Travis AFB, CA	Attend Unit Training Assembly

4.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 11	05–6–049	9/29/2005	0	A	File
Cause:	Misjudged clearance - While responding with red lights and siren, Trk 11 struck a civilian vehicle stopped in the adjacent traffic lane				
Engine 3	05–6–050	9/27/2005	544	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren, Eng 3 stopped, then proceeded through intersection, and was struck by a civilian vehicle that did not yield to emergency vehicle				
Engine 21	05–6–051	9/30/2005	526	A	File
Cause:	Driving skill deficiency - While positioning apparatus to back into station, Eng 21 struck a parked pickup truck				
Medic 36	05–6–052	10/1/2005	746	C	File
Cause:	Lack of driving technique - While passing a motorized cable car tour bus, Medic 36 grazed tour bus' mirror				
Truck 2	05–6–055	10/6/2005	616	A	File
Cause:	Tiller skill deficiency - While backing into Station 16, tiller failed to see open bathroom door and Trk 2 struck the door				
Truck 10	05–6–056	10/7/2005	163	A	File
Cause:	Misjudged clearance - While travelling on McAllister Street, Trk 10 struck the mirror of a parked civilian vehicle				

Engine 1	05–6–057	10/7/2005	543	A	File

Cause: Driver inattention - While responding with red lights and siren, and turning right, Eng 1 struck a vehicle that had pulled over to allow Eng 1 to pass

Engine 22	05–6–058	10/14/2005	504	A	File

Cause: Driver inattention - While responding with red lights and siren to a working fire and turning right, Eng 22 struck a bathtub located by horse stables in Golden Gate Park

Engine 11	05–6–059	10/16/2005	537	A	File

Cause: Driving skill deficiency - While backing into station, Eng 11 struck a parked civilian vehicle on the other side of the street

Medic 92	05–6–060	10/19/2005	745	B	Bill

Cause: Struck by vehicle - While turning left from the *outside* left turn lane, Medic 92 was struck by a vehicle turning left from the *inside* left turn lane

Truck 18	05–6–061	10/20/2005	615	A	File

Cause: Tiller skill deficiency - While backing into station, tiller of Trk 18 struck door guard with trailer; spotters were posted, but tiller did not hear spotter's command to stop

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4.C. Communications Received by Commission *[Discussion]*

Communications received by the Commission from November 4, 2005, through November 17, 2005, will appear on the agenda of a regular meeting at a later date.

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and updates on Divisions within the Department.

REPORT FROM ADMINISTRATION
Report from Gary P. Massetani, Deputy Chief, Administration, on the FY 2005-06 Budget and Administrative updates.

5.B. Maintenance Contract – Emsar Northern California *[Action]*

Submitting for review and approval a proposed equipment maintenance agreement in the amount of $75,000 for three years from ERLA, Inc., dba Emsar Northern California to repair and maintain the Department's Ferno Washington medical gurneys, stairchairs, backboards and floor fasteners.

Action to be taken: Maintenance contract be approved

5.C. Wellness/Fitness Program for SFFD Members and Fire Commission Resolution 02-2 *[Discussion]*

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ıl A. Conroy, *President*
phen A. Nakajo, *Vice President*
mentine Clarke, *Commissioner*
ɔrge Lau, *Commissioner*
tor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-63

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – November 22, 2005 – 6:00 p.m.
698 Second Street, Room 102

2/05

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner Clem Clarke
Commissioner George Lau
Commissioner Victor Makras

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Glenn E. Ortiz-Schuldt	Division of Emergency Medical Services
Thomas A. Siragusa	Division of Training
Robert Navarro	Division of Homeland Security

Chief Officers – Firefighting Services:

Frank T. Cardinale	Division 3

2. **PUBLIC COMMENT**

John Darmanin reviewing some transcripts from previous meetings noted that the transcriber, being a new contractor, had difficulty recognizing voices and names and only referred to them as male and female voices. Mr. Darmanin recommended that speakers should identify themselves at the beginning of their comment or report. He also complained that a letter he sent to the Commission was not treated the same as letters from the public. President Conroy requested that Mr. Darmanin provide facts to support his assertion in the letter of a conflict of interest by an unnamed Commissioner. Mr. Darmanin refused, and stated that he would provide information to support the assertion only if the Commissioner met with him in private.

3. APPROVAL OF THE MINUTES *[Action]*

Minutes of the Regular Meeting of November 10, 2005, were not ready for approval.

PUBLIC COMMENT
John Darmanin cited Section 67 of the Sunshine Ordinance which states that a draft of the minutes should be available within 10 working days. He noted that if the Secretary is not available to prepare the minutes due to vacations, illness or emergencies that this should not be a reason to delay and not meet the Sunshine requirements. He suggested that a backup mechanism should exist to ensure timely minutes.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

4.A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, October 22 through November 4, 2005.

Retirements
Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
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Reporting leaves of absence with pay for the time period from September 2005 through October 2006 for the following:

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1	H1 Paramedic	65
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2	H3 Firefighter/Paramedic	34
1	H20 Lieutenant	40
	Total Number of Days with Pay	415

Reporting intermittent leaves with pay for the time period from October 2005 through November 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	7388 Utility Plumber	Oct 31, 2005 – Jan 31, 2006
1	H2 Firefighter	Dec 1, 2005 – Nov 30, 2006

1	H2 Firefighter	Oct 14, 2005 – Oct 13, 2006
1	H2 Firefighter	Jan 4, 2006 – Oct 3, 2006
1	H2 Firefighter	Oct 1, 2005 – May 4, 2006
1	H2 Firefighter	Oct 12, 2005 – Oct 12, 2006
1	H2 Firefighter	Oct 1, 2005 – Oct 1, 2006
1	H2 Firefighter	Oct 8, 2005 – Oct 8, 2006
1	H2 Firefighter	Nov 14, 2005– Nov 13, 2006
1	H2 Firefighter	Nov 15, 2005– Nov 14, 2006
1	H2 Firefighter	Oct 31, 2005 – Jan 31, 2006
1	H20 Lieutenant	Oct 17, 2005 – Oct 16, 2006
1	H33 Fire Rescue Captain	Oct 29, 2005 – Oct 29, 2006

Reporting leaves of absence without pay for the time period from July 2005 through September 2006 for the following:

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	Total number of Days w/o Pay	380

Military Leave
Reporting approval of application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard MSgt	H3 FF/PM	11-04-05 11-05-05	2	US Air Force Res. Travis AFB, CA	Attend Unit Training Assembly

PUBLIC COMMENT
John Darmanin, referring to a termination of a firefighter because he had not completed probation due to being on military leave, considered the termination to be unfair and against statutes enacted by Congress to protect anyone being called to active duty.

Commissioner Clarke moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

4.B. Accidents *[Discussion]*
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 11	05–6–049	9/29/2005	0	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Trk 11 struck a civilian vehicle stopped in the adjacent traffic lane

Engine 3	05–6–050	9/27/2005	544	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren, Eng 3

stopped, then proceeded through intersection, and was struck by a civilian vehicle that did not yield to emergency vehicle

Engine 21	05–6–051	9/30/2005	526	A	File

Cause: Driving skill deficiency - While positioning apparatus to back into station, Eng 21 struck a parked pickup truck

Medic 36	05–6–052	10/1/2005	746	C	File

Cause: Lack of driving technique - While passing a motorized cable car tour bus, Medic 36 grazed tour bus' mirror

Truck 2	05–6–055	10/6/2005	616	A	File

Cause: Tiller skill deficiency - While backing into Station 16, tiller failed to see open bathroom door and Trk 2 struck the door

Truck 10	05–6–056	10/7/2005	163	A	File

Cause: Misjudged clearance - While travelling on McAllister Street, Trk 10 struck the mirror of a parked civilian vehicle

Engine 1	05–6–057	10/7/2005	543	A	File

Cause: Driver inattention - While responding with red lights and siren, and turning right, Eng 1 struck a vehicle that had pulled over to allow Eng 1 to pass

Engine 22	05–6–058	10/14/2005	504	A	File

Cause: Driver inattention - While responding with red lights and siren to a working fire and turning right, Eng 22 struck a bathtub located by horse stables in Golden Gate Park

Engine 11	05–6–059	10/16/2005	537	A	File

Cause: Driving skill deficiency - While backing into station, Eng 11 struck a parked civilian vehicle on the other side of the street

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Cause: Struck by vehicle - While turning left from the *outside* left turn lane, Medic 92 was struck by a vehicle turning left from the *inside* left turn lane

Truck 18	05–6–061	10/20/2005	615	A	File

Cause: Tiller skill deficiency - While backing into station, tiller of Trk 18 struck door guard with trailer; spotters were posted, but tiller did not hear spotter's command to stop

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin reiterated that the Department needs to take a proactive stance to prevent accidents and obtain an Emergency Vehicle Operation Course for driver training and consider it a priority during the budget process.

Commissioner Nakajo moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

4.C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

Communications received by the Commission from November 4, 2005, through November 17, 2005, will appear on the agenda of a regular meeting at a later date.

PUBLIC COMMENT
John Darmanin requested that public comment be taken after Commissioners' comments and after discussion has taken place on agenda items. He expressed concern that letters to the Commission from Department members would not be listed in the agenda and minutes along with letters from the public. Commissioner Conroy stated that letters addressed to the Commission from Department members, in their capacity as members of the public, are listed in the same manner as letters from members of the public.

Commissioner Makras moved and Commissioner Clarke seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and updates on Divisions within the Department.

Chief Hayes-White apprised the Commission of her recent presentation to Mayor Newsom and his staff focusing on three areas: service delivery, budget and human resources data. Overall, the presentation went very well.

Chief Hayes-White reported that: (1) Deputy Chief Kochevar and Assistant Deputy Chief Kalos attended a course on weapons of mass destruction, incident management and unified command course from Texas A&M; (2) the Physician's Office has administered 350 flu shots and encourages all first responders who have contact with public to get a flu shots; (3) the Department has formed an Avian Bird Fly Task Force to prepare for the possibility of Avian flu; (4) the 111th class is in the 10th week of training and will be graduating on December 20th; (5) the EMS reconfiguration is proceeding with 329 applications submitted for the paramedic classification and 275 individuals took the written test and the Department remains on schedule for hiring 24 paramedics with a graduation date of February 13th; and (6) FY 2006-07 budget cycle is starting and Chief Massetani will try to include an EVOC-type training course in the budget.

In closing, Chief Hayes-White invited everyone to a tree-lighting ceremony in Union Square on Friday, November 25th; Chief Fong and she will light the tree at 6:00 PM. The ceremony is a fundraiser for palliative care at UCSF Hospital for children who are suffering from mostly terminal illnesses.

REPORT FROM ADMINISTRATION
Gary Massetani, Deputy Chief, Operations, presented the report:

(1) the Department was within its spending limits for the first quarter of FY 2005-06;

(2) the Department continues to work with the Mayor's Office and the Controller's Office on the implementation of Proposition F. The Department would prefer to start hiring in March or April of 2006 in preparation of a full implementation on July 1, 2006;

(3) the FY 2005-06 spending plan was completed and approved by the Mayors' Office and a $1.1 million in carry-forward from the previous fiscal year was allowed;

(4) the Controller's Office was pleased with a $300,000 to $400,000 revenue surplus projection by the Bureau of Fire Prevention;

(5) The Controller's Office feels confident that EMS patient recovery receivables, which are lagging behind projections, will be met after fee increases become effective;

(6) In reference to the EMS Reconfiguration, 275 paramedics took the 180-question exam, oral and skill components will be measured on December 5th and a physical ability test will be given on the weekend of December 13th, with an eligible list posted by December 22nd;

(7) the Department can be partially reimbursed for the amount of $725,000 for the 34 Katrina relief volunteers but the Department will have a liability of $75,000, which had been pre-approved by the Mayor's Office, and will come from the General Fund;

(8) the application to FEMA for the driving simulator was not approved. The Department will apply again next year and believes it has a good chance of award;

(9) The Fire Department Operations Center should be operational for New Year's Eve and the Commission will have a tour as soon as it is completed;

(10) Random Drug and Alcohol Testing is fully implemented with 60 employees tested as of November 18th – 57 who work 24-hour shifts and 3 in administrative positions;

(11) the Physician's Office reported 19 injuries or illnesses, with 11 cases needing time off and 8 cases with no lost time;

(12) retired Captain Tony Stefani, a survivor of urinary cancer, is working with Marshal Stoller, M.D., at UCSF on setting up a research project for a voluntary screening process for urinary cancer, including bladder, kidneys and urethra area, to discover if firefighters are prone to this type of cancer than other professions;

(13) retirements stand at 35 and are lagging behind forecasts but the Department is projecting a higher rate for the first of the year

(14) Support Services – renovation work will be starting on the Evans Street facility on December 12th and should be completed well in advance of occupancy by the paramedics, which will be the base station for paramedics dynamically deployed under the EMS reconfiguration. In addition, the automatic vehicle locators that will be installed in the dynamically deployed ambulances is on schedule; and

(15) Three audits have been scheduled for the Homeland Security Division – the first one from by the federal government – FEMA, the second and third one by the Controller's Office.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Chief Massetani responding.

Commissioner Nakajo wished to know if the Commission could advocate for the grant that was not awarded to the Department. Chief Massetani responded that it was a federal grant and the Department had prepared the grant thoroughly. It will apply again next year and should have a good chance of award.

Commissioner Nakajo asked if there is a recruiting drive underway for the EMT positions, which are part of the EMS Reconfiguration. Chief Hayes-White responded that the outreach effort is scheduled to start in January of 2006 and the Department will work closely with the employee organizations.

Commissioner Lau related that he had shared the progress of the EMS Configuration with a Supervisor, who found it interesting and, also, wished some more information about the recruitment process. He told her that the paramedic level had just closed and recruitment for EMTs would start in January. The Supervisor was still interested and would like to make a presentation to the Board, along with him. Commissioner Lau has already enlisted the assistance of Chief Ortiz-Schuldt in this endeavor.

PUBLIC COMMENT
John Darmanin was disappointed that a letter of complaint he submitted privately to the Chief of Department for investigation was not discussed by the Chief or by the Commission at this meeting. He hoped that the reason was that it was under investigation.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5.B. Maintenance Contract – Emsar Northern California *[Action]*

Submitted for review and approval a proposed equipment maintenance agreement in the amount of $75,000 for three years from ERLA, Inc., dba Emsar Northern California, to repair and maintain the Department's Ferno Washington medical gurneys, stairchairs, backboards and floor fasteners.

Gary Massetani, Assistant Deputy Chief, described the contract as intended primarily for gurney repairs. It is a sole source contract with a three year term and up to $25,000 can be expended per year to maintain the gurneys. The Department has convinced the manufacturer to provide training to two Department members, who will then provide routine maintenance for and repair of the gurneys. This effort will provide considerable savings and the whole amount is unlikely to be expended.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Chief Massetani responding.

Commissioner Makras wished to know why the contract was awarded without bid (sole source) and if there were discounted rates for the public and government agencies. Chief Massetani responded that it was sole source because the company is the only one that makes the gurneys. He asked Captain Zanoff to explain further. Captain Zanoff stated that Emsar was the only company that made gurneys (Ferno M28) which can be folded into a chair and taken into small areas and elevators. They also are the only ones that can maintain them. Captain Zanoff considered that with two members trained in maintenance and repair of the gurneys, repair costs could be kept to a minimum. Furthermore, the Department has been purchasing these gurneys for over 20 years from Emsar.

PUBLIC COMMENT
John Darmanin was concerned that the Emsar contract was not priced competitively since it was a sole-source contract. He suggested that price comparisons and calls to other fire service jurisdiction could provide information to negotiate a more advantageous contract.

Tom *Abbot* stated that the gurneys are used daily in the field and he considered them to be an excellent and vital tool. If the administration does not provide for maintenance or provide new gurneys, it could be a significant liability.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and the maintenance contract was approved on recommendation of Chief of Department.

5.C. Wellness/Fitness Program for SFFD Members and Fire Commission Resolution 02-2 *[Discussion]*

President Conroy placed this item on the agenda and wished to provide some background. He explained that in 2002, the Commission approved the implementation of a Candidate Physical Ability Test (CPAT) as the test to be administered to applicants to the Department for admission to the Fire Academy. There were long discussions centered on the decision and it was not taken lightly. Dr. Owens, the Department Physician at that time, agreed with adoption of the CPAT, believing that it properly and accurately measured the physical ability required to perform services in the Department. However, she noted that it would be a problem to set the CPAT as a standard for admission into the department and then not have any standards thereafter for maintaining physical ability. The Commission agreed with the concept and the importance of maintaining health, wellness and physical ability throughout a member's career. Items

discussed by the Commission at that time were: (1) members should remain physically capable for their own safety; (2) members should be physically capable of helping other members in an emergency situation; and (3) members needed to be physically capable of accomplishing their jobs to protect the lives and property of San Franciscans. Additional discussion centered on the Fire Service as one of the most dangerous occupations and on the fact that over 50% of fire-ground deaths to members of Fire Service are the result of some form of cardiac arrest.

Commissioner Conroy noted that it was in this context that the CPAT was passed. The CPAT was adopted as part of an overall Wellness/Fitness program. By its resolution, the Commission authorized the Chief to develop and implement a mandatory Wellness/Fitness program. Due to major changes in Administrations and the numerous challenges that commanded the attention of the Department, in addition to budgetary restrictions, the implementation of such a program has been difficult. Commissioner Conroy did not mean to impugn the Administration since the there have been many positive changes in the Department. He was concerned, however, that as a new budget cycle approaches for the next fiscal year, if there were no funds appropriated for the Wellness/Fitness program, development could not start. Commissioner Conroy suggested that perhaps one avenue of funding would be Homeland Security funding, as Solano County has done.

Furthermore, the Department needs a full-time Physician who should be involved in the program, if not administering the program. He believed that these discussions should be undertaken in the context of the upcoming budget.

Chief Hayes-White responded that it is all a matter of funding. She added that if *Wellness* is split from *Fitness,* the Department has done well in the *Wellness* area. There are mandated hearing tests for eligible employees, Health Check and, for employees over a certain age, there are treadmill tests for cardiac function, and breast and prostate cancer screening. She agreed with Commissioner Conroy that a dedicated individual is needed to develop and manage the program and believed that this function should reside with the Department Physician. Chief Hayes-White asked that Chief Massetani present the components of a Fitness Program that the Department has been researching.

Chief Massetani recounted that in the 1980s the Department had provided personal trainer type equipment for each firehouse and a stationary bike. It was well received by Department members but there was no organized program to track weight or cardiovascular function and there was also no set program for maintenance of the equipment. Each firehouse tried maintaining its own equipment and slowly the equipment was no longer functioning. Currently, most equipment in firehouses is purchased by the members themselves. There is a lack of good equipment in the firehouses and the purchase of uniform equipment should be part of any plan.

Chief Massetani cited the main components for a Wellness/Fitness program from a Fire Service Joint Labor and Management Initiative: (1) medical; (2) fitness; (3) medical fitness and injury rehabilitation; (4) behavioral health; and (5) data collection and reporting. The medical component should encompass pre-placement medical evaluations, current medical evaluations and return-to-duty medical evaluations. The fitness components should include aerobic capacity, muscular strength, muscular endurance and flexibility. The Department also needs a (a) good injury rehabilitation component that should contain job-related physical therapy and a (b) light duty program (TMD), which the Department already has in place, and (c) a pre-return to work evaluation before personnel return to duty and (d) a comprehensive injury-prevention program. The Department has had certain training modules on injury prevention but not to the extent it wishes. The fourth component is behavioral health, which should contain but not be limited to health promotion, that is, programs that address weight control, nutrition, cholesterol control, tobacco cessation, fitness, infection control and retirement planning. All of these factors

are an important part of a department behavioral component, as well as critical incident stress management. The Department does have a stress team that responds to post-incidents. The final component of the program is data collection and recording. It needs to be a confidential, permanent, health-related, fitness program filed and maintained for each member.

In closing, Chief Massetani stated that the above concept is what the Department is considering. A Wellness/Fitness program should improve the quality of life for firefighters and paramedics not only during work hours but as well off duty and in retirement. He noted that the only programs that have been successful have been mandatory, that is, while members are on duty. He asked for the support of the Commission to develop and move forward with the program.

Commissioner Conroy suggested that organizations, such as 24-hour Fitness, may want good publicity by being associated with helping firefighters maintain their physical fitness and provide discounts to Department members. He wondered if a program could be designed to pursue some Homeland Security funding. He, also, wished to start the process of searching for a Department Physician. The last search yielded a low response. Chief Hayes-White added that there is limited interest in this field and it is very difficult to recruit someone with the salary offered by the City. She agreed to review the salary survey for the Department Physician and to start the search process again.

Chief Hayes-White did not foresee an easy battle to obtain funding for a higher salary for the Department Physician and also a driving simulator for the next fiscal year. There are many competing interests and departments and the City will be facing a deficit of $120 million. Another aspect would be that the Department would have to meet with Local 798 on meet-and-confer issues regarding the Wellness/Fitness program She suggested that, perhaps, when the Department is back to full staffing a period of time could be set aside each day, 30 minutes, and each station would participate in some sort of physical activity together and it would be entered into the journal by the company officer.

Commissioner Makras recommended the development of a proposed program by the Department which is more structured, perhaps, with a number of different options that cover both in-house and outside operations, that is, going to gyms and asking them for proposals. There could then be further discussion on the various options. He also believed that even though the people of San Francisco voted for fully staffed firehouses by July 1, 2005, surely they would prefer them sooner. To this end, the Department needs to find out how much money is needed to start implementation of full staffing as soon as possible. If the needed amount is approximately $6 million, the funds could come from the sale of two Department properties.

Commissioner Conroy agreed with Commissioner Makras suggestions, especially the one concerning brown-outs. If there was an opportunity of eliminating the brown-outs sooner, he believed it should be explored. He also requested that the Department prepare a timetable for the Wellness/Fitness program. Commissioner Conroy asked that a report be presented within a month outlining the next steps.

PUBLIC COMMENT
John Darmanin pointed out that Resolution 02-2 has only one vague sentence at the end that authorizes the Chief to implement a mandatory Fitness/Wellness program. He believes something is needed to ensure that fitness is maintained throughout members' careers and if they do not pass, there should be consequences.

Tom Abbot suggested that instead of a prescribed mandatory fitness program, the Administration could encourage a competitive program between stations that was still

mandatory in terms that everyone had to participate. He suggested that perhaps the CPAT could be presented in a competitive manner to see which house could do it best.

Larry Bradshaw, Chief Steward, Local 798, Paramedic Chapter, pointed out that Resolution 02-2 was approved prior to the EMS Reconfiguration and only referred to firefighter and firefighter/paramedics. He reminded everyone that paramedics and EMTs are also prone to injuries and should be included. He favored an incremental implementation and suggested to start with injury awareness training and injury prevention lectures.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 8:05 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION SPECIAL HEARING

Thursday, December 8, 2005 - 4:00 PM

698 Second Street, Room 221, San Francisco

AGENDA

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12-05-05A10:52 RCVD

1. ROLL CALL

President	Paul Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras

2. COMMISSION DELIBERATIONS ON FORMAL COMPLAINT

Commission Deliberations concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter Daniel Boreen, dated February 1, 2005, for violation of the Rules and Regulations as follows:

Section 3924 – Insubordination

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

1. Public Comment on all matters pertaining to Closed Session

2. Reconvene in Open Session

   a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.14(b).

   b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.14(a)

3. ADJOURNMENT

No. 05-64

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

Paul A. Conroy, *President*
Stephen A. Nakajo, *Vice President*
Clementine Clarke, *Commissioner*
George Lau, *Commissioner*
Victor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-65

FIRE COMMISSION REGULAR MEETING
Thursday – December 8, 2005 – 6:00 p.m.
698 Second Street, Room 102

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AGENDA

Item No.

1. ROLL CALL

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke
Commissioner	George Lau
Commissioner	Victor Makras
Chief of Department	Joanne Hayes-White

2. PUBLIC COMMENT

Members of the public may address the Fire Commission on items of interest to the public, which are within the subject matter jurisdiction of the Commission. Members of the public may address the Fire Commission for up to three minutes.

3. APPROVAL OF THE MINUTES ***[Action]***

Regular Meetings of November 10 and November 22, 2005, and Special Meeting of November 22, 2005 (5:00 p.m.).

Action to be taken: Approval of the minutes

4. CONSENT CALENDAR (Items A through C)

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Fire Commission, and will be acted upon by a single roll-call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

San Francisco Fire Commission
NOTICE OF COMMISSION PROCEDURES

Commission Office
The San Francisco Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is www.sfgov.org/fire_comm/. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday.

Documents for Public Inspection
Documents referred to in the agenda, if more than one page in length, are available for public inspection and copying at the Commission Office.

Information on Disability Access
The Fire Commission regularly meets at Fire Department Headquarters, Room 102, 698 Second Street on the 2nd and 4th Thursday of the month.

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving this location: 15 Third, 42 Downtown Loop, and N Judah (Second and King). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

The following services are available on request 48 hours prior to the meeting: (1) American Sign Language interpreters; (2) use of readers, (3) sound enhancement system, and (4) altemative formats of the agenda and minutes. Please contact the Secretary, Fire Commission, at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings
The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Know your Rights under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance, or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Donna Hall, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Canton B. Goodlett Place, Room 409, San Francisco, CA 94 102-4683 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: Donna.Hall@sfgov.org or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance
Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist (SF Campaign & Governmental Conduct Code § 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 30 Van Ness Ave., Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and web site http://www.sfgov.org/ethics/.

4.A. Monthly Reports on Personnel Matters *[Discussion]*

Division of Training
Submitting monthly report from Division of Training concerning activities performed during November 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, November 5 through November 18, 2005.

Appointments
Reporting the following PERMANENT appointments effective *November 11, 2005:*

H2 Firefighter

Edward B. Amit	Donnie Hornbuckle
Paul T. Daijo	Matthew F. Hutchinson
Joseph L. Devaty	Kenneth B. Linney
Patrick F. Doherty	Robert A. Mello
William B. Dorsey	Steven E. Metz
Dewayne W. Eckerdt	Jonathan Rider
Robin I. Farmer	Henry B. Scoble
Aaron I. Fisher	Joseph A. Silva
Patrick C. Grimesey	Dean J. Whittaker
Cesar M. Guillen	Dustin B. Winn
Patrick M. Hannan	

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	*Effective Date*
Kevin B. Walsh	November 12, 2005
Michael J. Kricken	November 13, 2005
David L. Murray	November 13, 2005
Matthew K. Adams	November 14, 2005
Scott R. Sandine	November 14, 2005
Michael T. Smith	November 14, 2005
Cordi J. Sullivan	November 14, 2005
Jay D. Veach	November 14, 2005
John M. Flores	November 15, 2005
Jason D. Watrous	November 16, 2005
James A. Leonard	November 16, 2005
Joshua M. Pereira	November 16, 2005
Scott T. Doonan	November 17, 2005
Steve Figueroa	November 17, 2005
Daniel R. Martinez	November 18, 2005
Gregory A. Young	November 20, 2005
John J. Harrington	November 21, 2005

David B. Morris	November 23, 2005
Michael S. Castain	November 25, 2005

Reporting the following PERMANENT appointment effective *SEPTEMBER 24, 2005:*

1820 Junior Administrative Analyst

Tania N. Fokin

Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Dunn, Earl L.	H2 Firefighter	Service	Nov. 11, 2005

(Retirement Certificate will be presented at Fire Commission Meeting of January 26, 2005)

Termination
Reporting termination of Probationary H2 Firefighter Albert A. Berry, effective close of business November 17, 2005. (Released from probation. Started work 09-19-05.)

Leaves
Reporting leaves of absence with pay for the time period from August 2005 through April 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
9	H2 Firefighter	145
2	H3 Firefighter/Paramedic	84
1	H20 Lieutenant	8
1	H40 Battalion Chief	10
	Total Number of Days with Pay	247

Reporting intermittent leaves with pay for the time period from September 2005 through December 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	0931 Chief Financial Officer	Nov 28, 2005– July 10, 2006
1	H2 Firefighter	Sept 28, 2005 – Jan 1, 2006
1	H2 Firefighter	Oct 25, 2005 – Oct 25, 2006
1	H2 Firefighter	Nov 15, 2005– Nov 15, 2006
1	H2 Firefighter	Nov 20, 2005– Nov 20, 2006
1	H2 Firefighter	Nov 3, 2005 – Nov 3, 2006
1	H2 Firefighter	Nov 18, 2005– Nov 18, 2006
1	H2 Firefighter	Feb 27, 2006 – Dec 2, 2006

Reporting leaves of absence without pay for the time period from June 2005 through January 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	130
	Total number of Days w/o Pay	130

4.B. Accidents *[Discussion]*

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 12	05–6–053	10/3/2005	532	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and entering the intersection, Eng 12 was struck by a vehicle travelling at an unsafe speed to cross the intersection when the traffic light was yellow				
BOE Mobile Air Unit	05–6–054	10/4/2005	841	C	File
Cause:	Driver inattention - While making a left turn, mobile air unit struck a pedestrian				
AWSS	05–6–062	9/29/2005	0	A	File
Cause:	Driver inattention - While backing up, driver of forklift struck another parked forklift				
Medic 28	05–6–063	10/8/2005	748	A	File
Cause:	Misjudged clearance - While transporting patient to SFGH, Medic 28 struck the mirror of a parked pickup truck				
Engine 8	05–6–064	10/24/2005	531	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and coming to a stop, Eng 8 was struck by a vehicle that skidded out of control				
Engine 18	05–6–065	10/26/2005	595	B	File
Cause:	Struck by vehicle - While turning right after stopping for a red light, Eng 18 was struck by a vehicle that started to move forward				
Engine 33	05–6–066	10/29/2005	0	B	File
Cause:	Struck by vehicle - While stopped at a red light, Eng 33 was struck by another vehicle				
Engine 35	05–6–067	10/30/2005	542	B	File
Cause:	Struck by vehicle - While backing up at an incident, Eng 35 was struck by a civilian vehicle that negligently pulled alongside				

Engine 28	05–6–068	10/31/2005	540	C	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Eng 28 failed to stop and gain control of the intersection and was struck by a civilian vehicle

Medic 36	05–6–069	10/31/2005	0	A	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Medic 36 was travelling too fast for conditions and struck a civilian vehicle which did not yield the right-of-way in sufficient time

Medic 15	05–6–070	11/4/2005	755	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Medic 15 struck a stopped civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

4.C. Communications Received by Commission *[Discussion]*

The following communications have been received by the Commission from November 4, 2005, through December 1, 2005:

1. From FEMA, U.S. Department of Homeland Security, thanking the Fire Department for supporting the Hurricane Katrina, Alabama Interim Housing Operation, and thanking the following members on behalf of FEMA, AEMA and the evacuees of Hurricane Katrina for their work, their comfort and their compassion: Firefighter/Paramedic Matt Lane, Firefighter/ Paramedic Sean Bonetti, Firefighter Cary Butcher, Firefighter/Paramedic Patrick D'Arcy, Firefighter/Paramedic Ryan Crean, Firefighter/Paramedic Sandivar Hetzer, Firefighter/ Paramedic Garreth Miller, Firefighter/Paramedic Chris Heuerman, Firefighter/Paramedic Brook Mancinelli, Firefighter Brian Murphy and Firefighter/Paramedic Dan Peters. Copy: Commissioners.

2. From R.C. Harrison, commending the members of Station 18 for their professionalism and courtesy when they came to his assistance on October 18th. Copy: Commissioners and Deputy Chief, Operations.

3. From John Darmanin, accusing Lt. John Handley of abusing his authority as an officer of the San Francisco Fire Department by conducting union business while in uniform on fire department property. Copy: Commissioners.

4. From John Darmanin complaining that his letter regarding his accusations about John Hanley was not treated as a communication from the public and, therefore, not listed in *Communications Received by the Commission.*

5. From Richard Skaff describing in detail various access violations, including lack of posting of evacuation routes, in the new De Young Museum. Copy: Commissioners, Chief of Department and Fire Marshall.

6. From Takako Takakuwa commending NERT for helping people prepare and survive disasters, and declaring that everyone can greatly benefit from this valuable program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

Action to be taken: Approval of the Consent Calendar (Items A through C)

5. REGULAR CALENDAR – NEW BUSINESS

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

REPORT FROM OPERATIONS
Richard E. Kochevar, Deputy Chief, Operations, reporting on greater alarm fires and temporary brown-outs of units, including a report from the Emergency Medical Services Division providing an update on EMS training, response times, unusual occurrences and continuing discussion of the EMS Reconfiguration.

5.B. Letter of Commendation *[Discussion]*

Presentation of a Letter of Commendation to Tony Degregoris, DHL, for his actions in a rescue from the water at Pier 1 on September 30, 2005.

5.C. Willmann Trust *[Action]*

Discussion and action regarding the expenditure of funds from the Willmann Trust for use by the SFFD Historical Society.

Action to be taken: Approval of expenditure of funds

6. ADJOURNMENT

FIRE COMMISSION
City and County of San Francisco
Gavin Newsom, Mayor

ul A. Conroy, *President*
ephen A. Nakajo, *Vice President*
ementine Clarke, *Commissioner*
orge Lau, *Commissioner*
ctor Makras, *Commissioner*

698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 05-65

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – December 8, 2005 – 6:00 p.m.
698 Second Street, Room 102

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Item No.

1. **ON ROLL CALL,** the following were noted present:

President Paul A. Conroy
Vice President Stephen A. Nakajo
Commissioner George Lau
Commissioner Victor Makras

Commissioner Clem Clarke was excused for business reasons.

Joanne M. Hayes-White	Chief of Department
Richard E. Kochevar	Deputy Chief, Operations
Gary P. Massetani	Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Patrick J. Casserly	Division of Airports
Paul H. Chin	Division of Fire Prevention and Investigation
Lorrie A. Kalos	Division of Support Services
Thomas A. Siragusa	Division of Training

Chief Officers – Firefighting Services:

Arthur W. Kenney	Division 2

2. **PUBLIC COMMENT**

John Darmanin, referring to his comments at the previous meeting regarding his claim of a conflict of interest on the part of an unidentified Fire Commissioner, wondered why there had not been a response from the Commission to his request for a private meeting on the issue. President Conroy stated that there would not be a private meeting and again requested that Mr. Darmanin publicly state the facts underlying his charge of a conflict of interest. Mr. Darmanin refused, stating that he would send a letter containing the exact information.

3. APPROVAL OF THE MINUTES *[Action]*

Regular Meetings of November 10 and November 22, 2005, and Special Meeting of November 22, 2005 (5:00 p.m.).

PUBLIC COMMENT
John Darmanin complained that the microphones are not being used by one or two of the Commissioners and other speakers. This makes the recording difficult to understand by the transcriptionist and, therefore, affects the accuracy of the transcription and the minutes.

Commissioner Lau moved and Commissioner Makras seconded. There were no further questions or discussion and the minutes were approved as presented.

4. CONSENT CALENDAR

All matters listed hereunder (Items A through C) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of John Darmanin, Items A through C were removed from the Consent Calendar.

4.A. Monthly Reports on Personnel Matters *[Discussion]*
(Removed from Consent Calendar)

Division of Training
Submitting monthly report from Division of Training concerning activities performed during November 2005.

Physician's Report
Submitting biweekly report of Fire Department Physician concerning disability injuries, November 5 through November 18, 2005.

Appointments
Reporting the following PERMANENT appointments effective *November 11, 2005:*

H2 Firefighter

Edward B. Amit
Paul T. Daijo
Joseph L. Devaty
Patrick F. Doherty
William B. Dorsey
Dewayne W. Eckerdt
Robin I. Farmer
Aaron I. Fisher
Patrick C. Grimesey
Cesar M. Guillen
Patrick M. Hannan
Donnie Hornbuckle
Matthew F. Hutchinson
Kenneth B. Linney
Robert A. Mello
Steven E. Metz
Jonathan Rider
Henry B. Scoble
Joseph A. Silva
Dean J. Whittaker
Dustin B. Winn

Reporting the following PERMANENT appointments:

H2 Firefighter

Name	*Effective Date*
Kevin B. Walsh	November 12, 2005
Michael J. Kricken	November 13, 2005
David L. Murray	November 13, 2005
Matthew K. Adams	November 14, 2005
Scott R. Sandine	November 14, 2005
Michael T. Smith	November 14, 2005
Cordi J. Sullivan	November 14, 2005
Jay D. Veach	November 14, 2005
John M. Flores	November 15, 2005
Jason D. Watrous	November 16, 2005
James A. Leonard	November 16, 2005
Joshua M. Pereira	November 16, 2005
Scott T. Doonan	November 17, 2005
Steve Figueroa	November 17, 2005
Daniel R. Martinez	November 18, 2005
Gregory A. Young	November 20, 2005
John J. Harrington	November 21, 2005
David B. Morris	November 23, 2005
Michael S. Castain	November 25, 2005

Reporting the following PERMANENT appointment effective *SEPTEMBER 24, 2005:*

1820 Junior Administrative Analyst

Tania N. Fokin

Retirement
Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Dunn, Earl L.	H2 Firefighter	Service	Nov. 11, 2005

(Retirement Certificate will be presented at Fire Commission Meeting of January 26, 2005)

Termination
Reporting termination of Probationary H2 Firefighter Albert A. Berry, effective close of business November 17, 2005. (Released from probation. Started work 09-19-05.)

Leaves
Reporting leaves of absence with pay for the time period from August 2005 through April 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
9	H2 Firefighter	145
2	H3 Firefighter/Paramedic	84
1	H20 Lieutenant	8
1	H40 Battalion Chief	10
	Total Number of Days with Pay	247

Reporting intermittent leaves with pay for the time period from September 2005 through December 2006 for the following:

No. of Members	*Rank*	*Dates of leave*
1	0931 Chief Financial Officer	Nov 28, 2005– July 10, 2006
1	H2 Firefighter	Sept 28, 2005 – Jan 1, 2006
1	H2 Firefighter	Oct 25, 2005 – Oct 25, 2006
1	H2 Firefighter	Nov 15, 2005– Nov 15, 2006
1	H2 Firefighter	Nov 20, 2005– Nov 20, 2006
1	H2 Firefighter	Nov 3, 2005 – Nov 3, 2006
1	H2 Firefighter	Nov 18, 2005– Nov 18, 2006
1	H2 Firefighter	Feb 27, 2006 – Dec 2, 2006

Reporting leaves of absence without pay for the time period from June 2005 through January 2006 for the following:

No. of Members	*Rank*	*Total amount of leave (days)*
2	H2 Firefighter	130
	Total number of Days w/o Pay	130

PUBLIC COMMENT
John Darmanin believed that more information should be provided on anything having to do with personnel, especially, more detail should be given of any on-going investigations of personnel.

Commissioner Makras moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 4.A. was unanimously approved.

4.B. Accidents *[Discussion]*
(Removed from Consent Calendar)

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 12	05–6–053	10/3/2005	532	B	Bill
Cause:	Struck by vehicle - While responding with red lights and siren and entering the intersection, Eng 12 was struck by a vehicle travelling at an unsafe speed to cross the intersection when the traffic light was yellow				
BOE Mobile Air Unit	05–6–054	10/4/2005	841	C	File
Cause:	Driver inattention - While making a left turn, mobile air unit struck a pedestrian				
AWSS	05–6–062	9/29/2005	0	A	File
Cause:	Driver inattention - While backing up, driver of forklift struck another parked forklift				

Medic 28	05–6–063	10/8/2005	748	A	File

Cause: Misjudged clearance - While transporting patient to SFGH, Medic 28 struck the mirror of a parked pickup truck

Engine 8	05–6–064	10/24/2005	531	B	Bill

Cause: Struck by vehicle - While responding with red lights and siren and coming to a stop, Eng 8 was struck by a vehicle that skidded out of control

Engine 18	05–6–065	10/26/2005	595	B	File

Cause: Struck by vehicle - While turning right after stopping for a red light, Eng 18 was struck by a vehicle that started to move forward

Engine 33	05–6–066	10/29/2005	0	B	File

Cause: Struck by vehicle - While stopped at a red light, Eng 33 was struck by another vehicle

Engine 35	05–6–067	10/30/2005	542	B	File

Cause: Struck by vehicle - While backing up at an incident, Eng 35 was struck by a civilian vehicle that negligently pulled alongside

Engine 28	05–6–068	10/31/2005	540	C	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Eng 28 failed to stop and gain control of the intersection and was struck by a civilian vehicle

Medic 36	05–6–069	10/31/2005	0	A	File

Cause: Lack of defensive driving technique - While responding with red lights and siren, Medic 36 was travelling too fast for conditions and struck a civilian vehicle which did not yield the right-of-way in sufficient time

Medic 15	05–6–070	11/4/2005	755	A	File

Cause: Misjudged clearance - While responding with red lights and siren, Medic 15 struck a stopped civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

PUBLIC COMMENT
John Darmanin was concerned about the accuracy of the number of accidents and that they seem to vary considerably from month to month, and believed that part of the problem maybe that a definition of what an accident is was needed. He urged funding for an Emergency Vehicle Operations Course training program.

Commissioner Lau moved and Commissioner Nakajo seconded. There were no further questions or discussion and Item 4.B. was unanimously approved.

4.C. Communications Received by Commission *[Discussion]*
(Removed from Consent Calendar)

The following communications have been received by the Commission from November 4, 2005, through December 1, 2005:

1. From FEMA, U.S. Department of Homeland Security, thanking the Fire Department for supporting the Hurricane Katrina, Alabama Interim Housing Operation, and thanking the following members on behalf of FEMA, AEMA and the evacuees of Hurricane Katrina for their work, their comfort and their compassion: Firefighter/Paramedic Matt Lane, Firefighter/ Paramedic Sean Bonetti, Firefighter Cary Butcher, Firefighter/Paramedic Patrick D'Arcy, Firefighter/Paramedic Ryan Crean, Firefighter/Paramedic Sandivar Hetzer, Firefighter/ Paramedic Garreth Miller, Firefighter/Paramedic Chris Heuerman, Firefighter/Paramedic Brook Mancinelli, Firefighter Brian Murphy and Firefighter/Paramedic Dan Peters. Copy: Commissioners.

2. From R.C. Harrison, commending the members of Station 18 for their professionalism and courtesy when they came to his assistance on October 18th. Copy: Commissioners and Deputy Chief, Operations.

3. From John Darmanin, accusing Lt. John Hanley of abusing his authority as an officer of the San Francisco Fire Department by conducting union business while in uniform on fire department property. Copy: Commissioners.

4. From John Darmanin complaining that his letter regarding his accusations about John Hanley was not treated as a communication from the public and, therefore, not listed in *Communications Received by the Commission.*

5. From Richard Skaff describing in detail various access violations, including lack of posting of evacuation routes, in the new De Young Museum. Copy: Commissioners, Chief of Department and Fire Marshall.

6. From Takako Takakuwa commending NERT for helping people prepare and survive disasters, and declaring that everyone can greatly benefit from this valuable program. Copy: Commissioners, Chief of Department and Deputy Chief, Administration.

PUBLIC COMMENT
John Darmanin referred to the last Commission meeting at which he had stated his opinion that communications were not properly recorded, and reiterated his belief that emails should be recognized as communications and should be part of the communication record.

Commissioner Makras moved and Commissioner Lau seconded. There were no further questions or discussion and Item 4.C. was unanimously approved.

5. REGULAR CALENDAR – NEW BUSINESS

Item 5.B. was taken out of order.

5.B. Letter of Commendation *[Discussion]*

Presentation of a Letter of Commendation to Tony Degregoris, DHL, for his actions in a rescue from the water at Pier 1 on September 30, 2005.

Joanne Hayes-White, Chief of Department, wished to acknowledge the actions of Tony Degregoris on September 30th and to describe them. She related that Mr. Degregoris worked for DHL, and as he was walking up the pier, he observed a little girl playing. As he was returning down the pier, he heard a "plop", and then heard the father yell and saw the baby in the water. Within two seconds, he had jumped into the water, grabbed the girl, put her on his chest and swum back to safety. Chief Hayes-White acknowledged Degregoris as a true hero and presented him a Letter of Commendation from the Fire Department.

PUBLIC COMMENT
John Darmanin offered to send Mr. Degregoris a video of the presentation of his letter of commendation.

5.A. Chief of Department's Report *[Discussion]*

Report from Chief of Department Joanne Hayes-White on current issues, activities and upcoming events.

Prior to her report, Chief Joanne Hayes-White announced that Margaret Baumgartner, Deputy City Attorney, will be leaving the position of Fire Department Counsel and the Public Protection team, and moving to the Labor Team. She thanked Ms. Baumgartner for all her efforts and guidance over the years. Chief Hayes-White welcomed Katie Porter, who will be replacing Ms. Baumgartner and moving over to the Public Protection team from the Labor team.

FY 2006-07 Budget – Chief Hayes-White stated that she and Chief Massetani attended a Department head meeting specifically related to the FY 2006-07 Budget where the Mayor's Budget Analyst presented a comprehensive overview. The City faces a deficit again since revenue improvements are offset by expenditure growth and mandated contributions and the deficit will be approximately $130 million. The Mayor has asked that Departments absorb any new costs and reduce operating cost by 3%. He emphasized each Department "share the pain" although he is committed to ensuring that Public Safety Departments are funded as they need to be.

The Department is having continuing discussions with the Mayor's Budget Office regarding the implementation of Prop F, which mandates full staffing by July 1, 2006. Discussions center on how to avoid enormous amounts of overtime and the Department's ideas and recommendations on the issue.

The submittal schedule for the FY 2006-07 Budget is as follows: February 21st to the Controller's Office and March 1st to the Mayor's Office. The Mayor's Budget is submitted to the Board of Supervisors by June 1st, where it is reviewed by various committees and the Budget Analyst, and by July 1st the budget must be approved by the full Board.

111th Class – Graduation is scheduled for December 20th.19 members are currently in their 12th week at the Fire Academy. Everyone is invited to the graduation.

EMS Reconfiguration – 275 successful paramedic candidates were invited to take the written test and 228passed. The physical agility test was administered on December 7th and 8th with results pending. Successful candidates will proceed to the oral and skills testing component held December 12th through 16th.

Capp Street Fire – A comprehensive Safety Report has been completed and published based on many interviews and hours of research, and many hours photographing and compiling data and the final report. It is very comprehensive with a great amount of factual information as it relates to the safety component at a fire. The report will be available through the records management system to all fire stations and Department personnel. She thanked Chief Massetani and Chief Siragusa for spearheading the effort.

Health and Wellness – Chief Massetani and retired Captain Tony Stefani met with Dr. Stoller from UC Hospital to discuss a research project specifically related to urinary tract screening and cancer. Members who are interested may volunteer. It seems that there is a higher incidence of cancer in SFFD than in the equivalent general population. To that end, Local 798 wrote a letter to the Center for Disease Control requesting an investigation.

Residency Requirements – There was media interest as related to residency requirements due to some members living out-of-state. The Department is reviewing the issue and has had discussions with the City Attorney. Currently, there is no residency requirement in SFFD even though the Chief's own preference would be for members to live within the state. Anything proposed by the Department would be something that would need to be addressed to the bargaining unit (Local 798) when contract negotiations take place in 2007.

Recall Drill – When the recall drill was conducted, prior to the media interest, the Department had excellent results based on the 91% of the workforce that was polled. Over 60% of the off-duty members replied immediately that they could respond within a three-hour period.

OES (Office of Emergency Services) will hold a city-wide Operation Return drill on December 15th. She feels confident, that for an immediate need, the Department will have the needed response level.

Provisional Process – In November, the Department released a General Order requesting submittals for H20 Lieutenant provisional appointments, similar to what had been done this past spring for Captains. The results of 512 submittals are being compiled and she will personally review them all. Chief Hayes-White is pleased that so many applications were submitted, and that without promotional exams, this is the only process open to the Department. 30 to 40 appointments will be made, which she believes it will improve moral and consistency of supervision since they will all be placed in actual assignments.

FF John Voelker – Chief Hayes-White sadly announced the passing of Firefighter John Voelker. He was a member of the Department since November 1978. FF Voelker sustained a major head injury in a motorcycle accident when he was off-duty. He was 49 years old. Funeral Services will be Saturday, December 10th and a Rosary will be held Friday evening, December 9th - all at St. Monica's. FF Voelker was instrumental in rebuilding the San Francisco Firefighters Toy Program and was its chair for over 10 years. He will be remembered by all whom he helped and whose lives he touched.

In closing, Chief Hayes-White wished to acknowledge, at this last meeting of the year, the Fire Commission and thank them for their support, for their questions and inquiries but most of all for holding her and her staff accountable. She thanked her staff for all their hard work and the many hours they have put in since they are the ones that make the Department really work. Chief Hayes-White wished everyone a happy holiday and a healthy 2006.

Discussion ensued, with Commissioners asking questions and Chief Hayes-White and staff responding.

Commissioner Makras wished to know how many provisional appointments the Chief planned to fill and why she would not fill the maximum number. Furthermore, he wanted see the economics of this, that is, if the Department can save money or not. Chief Hayes-White responded that she would be prepared to discuss this and will provide an analysis on vacant positions, "true vacancies", and acting appointments at the January meeting.

Commissioner Makras believed that the Chief had indicated some interest in seeing if the brownouts could be discontinued before July 1, 2006. If the money could be found to stop the brownouts one or two months earlier, the Department should try to do so. If the money will be there as of July 1st, there should be a good reason why it would not be possible to have it on May 1st. Chief Hayes-White responded that she will convey this to the Mayor's Budget Office as the Department is negotiating with them

Commissioner Makras noted that he heard that large corporations such as SBS and PG&E are not allowing access to their facilities for inspection by the Fire Department or other Departments, such as the Building Department. He wished to know if the Department has full access and if there is a corporation/business that does not allow such free access for health and safety issues. He would like it brought to the Commission's attention. Paul Chin, Assistant Deputy Chief, Fire Marshall, responded. He had met with SBC recently, and had been doing so over the past two years, since they do not wish to give access to the Building and Fire Departments to their plans for the building. He added that the whole matter was currently in litigation.

Deputy City Attorney Baumgartner stated that she did not know what the current status was but a report could be provided. Commissioner Makras asked that the matter be heard in closed session if litigation was involved.

Commissioner Nakajo asked that with 30 to 40 new Provisional Lieutenants being appointed, was there training or mentoring in place similar to the older Officers' Candidate program. Chief Hayes-White responded that the hardest step is going from an H2 Firefighter to an H20 Lieutenant, the first supervisory position. She stated that she would like to incorporate a curriculum for these provisional appointments and it would be something the Department would like to provide.

Commissioner Lau, referring to a plan that the Chief had offered to provide sexual harassment training for all supervisors, wanted to know what happened to the plan and what is the current status of sexual harassment training in the Department. Chief Hayes-White responded that the list is very short of people that still need to be trained and she is remaining vigilant. Assistant Deputy Chief Siragusa added that the Department stands at the 96% mark, with all permanent positions finished, with the exception of members on long-term disability. The ones that have been difficult to catch are the Like-Work-Like-Pays but the Department has done a great job trying to get everyone through.

Commissioner Conroy had various questions related to provisional and acting appointments. Chief Hayes-White responded and offered a more complete report on this topic in January.

Commissioner Conroy wished to know if extra funding is needed to be ready by July 1st for full staffing of fire stations, such as funding to bring a new class into the Fire Academy and train them, since it is not in the current budget. He wondered if this would require a supplemental appropriation. Chief Hayes-White agreed that hiring would have to be accelerated and a supplemental appropriation would be required. She believed that it would be more cost-effective to use money in this fiscal year for training and hiring instead of adhering to the ordinance's deadline and then using overtime to staff all the firehouses because there would then be a staffing problem.

Commissioner Conroy inquired about residency requirements since there was clearly a difference between someone living in Novato or out of state. He believed that there were good reasons why you would not want people living outside California who are members of this Department and asked if the City Attorney could explore the issue further. Chief Hayes-White responded that the Department is already working with the City Attorney and that Ms. Baumgartner has already done some research. The Chief noted that 35% of the workforce lives in the City and 65% in the greater Bay Area, but there are some in Southern California, the Tahoe region and Northern California with only 1% out of state.

Deputy City Attorney Baumgartner noted that there was a reported case regarding the City of San Leandro and a successful residency requirement. The City Attorney's Office is working on an opinion regarding residency requirements for the Fire Department and, once completed and approved, it will be brought before the Fire Commission.

Commissioner Makras stated that the issue to him was not where someone lived but how they were using the Department's system. If someone wished to drive or fly in on their own time every third day, he did not have a problem with that. But when it affects the Department in the bigger picture, when they are using the system to pack their days together, move people around, and create many days off by working 30 days straight so they can be out-of-state for a month or two, then its puts stress on themselves, with their job performance at risk and great disruption to the Department's entire operation. Chief Hayes-White responded that Commissioner Makras' point was well taken and that her response to the media had been that she was more concerned with job performance and adherence to the Department's rules and regulations. Commissioner Makras noted that the whole issue must be carefully examined and that it will be the Chief's task.

Commissioner Conroy, referring to the recall issue, wished to know if, in the event a bridge were to go down, had the Department made provisions with anyone to bring members into the City. Chief Hayes-White responded that the Department was trying to establish relationships with the CHP, the Ferry Service and other agencies to prioritize first responder access into the City. She noted that, ultimately, that responsibility resides with the Office of Emergency Services.

REPORT FROM OPERATIONS

Richard Kochevar, Deputy Chief, Operations reported that during the period from November 7, 2005 through December 7, 2005 there had been one greater alarm and 45 working fires. The greater alarm resulted in: (1) $500,000 in property damage; (2) $100,000 in content Damage; (3) no exposure property damage; (4) no exposure content damage; (5) one civilian injured; (6) no firefighter injured; and (7) no people were displaced.

Chief Kochevar explained that the greater alarm fire was off the West Portal area and in a difficult to access location, and members had to improvise and carry hose and ladders. The fire was contained in the garage area and a good stop was made.

PG&E Substation Orientation – During November and December, suppression Chiefs and Companies have been scheduled for PG&E Substation orientation and safety lectures. Chief Kochevar attended site safety improvements and safety awareness training for first responders who would respond to an incident involving an electrical power substation. A number of modifications have been implemented by PG&E at their facilities to enhance firefighter safety. Chief Kochevar illustrated this with photographs and commentary.

Chief Hayes-White added that there had been three significant incidents at PG&E substations over the past few years. The City has aggressively pursued these types of changes to enhance firefighter safety, with PG&E finely stepping up and listening to the Department and making these very necessary changes.

Christmas Tree Inspections – During December, Assistant and Battalion Chiefs overseeing suppression units have been directed to inspect Christmas trees in theaters, schools, and hospitals within their respective Divisions and Battalions to assure compliance with the appropriate sections of the Fire Code.

Performance Appraisals – Performance Appraisal Reports on PeopleSoft for the ranks of H2 Firefighter, H3 Firefighter/Paramedic, H20 Lieutenant, and H30 Captain have been developed and placed on PeopleSoft. The computerized reporting system replaces the current typewritten hard copy procedure. Development will continue for ranks not listed above.

Capp Street Fire – The Investigative Report for the September 15, 2005, Capp Street fire has been completed and placed on the intra-department website.

WMD (Weapons of Mass Destruction) Drill – The drill was conducted on December 8th in a downtown location with Battalion 2, HazMat 1, Rescue 2, Engine 10 involved with the Metropolitan Medical Response System (MMRS) support vehicles and 95th Civil Support Team. The scenario will be small explosion with release of a toxic substance in the basement of a building. The Objectives of the drill are: gross decontamination, request for additional resources, reconnaissance, identify product, determine hazards and mitigation. Tasks are: remove viable victims, search, use of detector equipment, and the application of full decontamination to the victims.

Enhanced Incident Management Unified Command Training – This training was offered at Texas A&M University and Chief Kochevar and Chief Kalos attended, with Chief Navarro and Captain Howes currently attending. The course trains emergency response supervisors and managers in the skills necessary to effectively plan for and manage a WMD/terrorist incident. Participants in the course come from the Fire Service, Law Enforcement, HazMat, EMS, Public Health, Public Works, Government Administration and Emergency Management. Participation by various agencies provided a realistic response involving unified command.

Discussion ensued with Commissioners asking questions and Chief Kochevar and staff responding.

Commissioner Conroy wished to know how the recall was implemented. Chief Kochevar responded that every station has an emergency recall list and the recall would be initiated by a member of the station calling from the top down, depending on the specific recall. Members on

disability, sick or on vacation are not expected to return. A disaster recall could be also done through the Emergency Broadcast System or a radio announcement.

Commissioner Nakajo was curious about the statistics in his neighborhood, Japantown, Western Addition, Fillmore, regarding gunshot wounds. He witnessed a probable gunshot incident in the Safeway parking lot and saw three ambulances, a Truck and an Engine responding except the crew from the Engine could not even get into the lot and was out on foot running to the incident. There was only one SFPD car. Commissioner Nakajo wondered how safe the firefighters were at such an incident. Chief Hayes-White responded that the Department works closely with the Police Department and that members do not go on scene without assurance of safety from them.

PUBLIC COMMENT
John Darmanin, referred to the residency story on Channel 7, and noted that he heard that the City Attorney released a preliminary opinion stating that there was nothing in the Charter preventing the Chief from imposing a residency requirement.

President Conroy directed that the report be accepted and incorporated in the minutes of today's meeting.

5.C. Willmann Trust *[Action]*

Discussion and action regarding the expenditure of funds from the Willmann Trust for use by the SFFD Historical Society.

Chief Hayes-White stated that she had recently met with members of the recently formed SFFD Historical Society regarding the 1906 Centennial celebration. She was impressed by the Historical Society's enthusiasm, organization and plan for the celebration. They have planned many events and wish to exhibit the Fire Museum's antique apparatus. To this end, they are requesting funds from the Willmann Trust to assist with the restoration of the apparatus not only for this celebration but for the overall restoration of the apparatus in the Fire Museum.

Commissioner Conroy asked if Deputy City Attorney Baumgartner could provide an overview of the Willmann Trust and its purpose. Ms. Baumgartner stated that trusts need to be expended for the purpose for which they are created. The document in the hands of the Commission is the document that created the Willmann Trust and controls how it is to be expended. It states that it is for the general purposes of the Museum, including but not limited to the following issues: both founding, establishing, the said museum in another location in the city of San Francisco or supporting, maintaining, operating, furnishing, reconstructing, remodeling, altering, repairing, or expanding said museum in the present or future location. It is apparent that the purpose of the trust is to provide money for the museum, either at its current location or another.

Commissioner Conroy wished to know what the Trust said regarding furnishing the museum. Ms. Baumgartner responded that the interpretation of this agreement was, to a certain degree, the Commission's. The Trust does state that it is for the general purposes of the museum and museums require items in it. She believed that it would be a defensible interpretation by the Commission if it decided to expend some of those funds on the apparatus or other equipment or artifact that would be part of the museum or displayed at the museum or used for the general purposes of the museum.

Chief Hayes-White wished to know when was the last time that money from this fund had been applied towards the purpose of the museum and how much money remained in the Trust. Ms. Baumgartner responded that there had been an expenditure a few years ago when the

Department moved a historic apparatus from a private residence in Santa Rosa to Department facilities. Prior to that, there had been no draw on the account for six or more years. The Secretary added that the current amount in the fund was $358,000. Chief Hayes-White asked for Paul Barry, President, SFFD Historical Society, to provide an update on the 1906 Celebration.

Mr. Barry, assisted by Michael Braun, Member, Board of Directors, wished to inform the Commission on plans for the upcoming event and to stress the urgency for a decision on the expenditure and disbursement of funds from the Willmann Trust. He presented the Society's plans for the event and displayed to the Commission a number of items that had been completed: (1) the event logo; (2) an event poster; (3) an event website – 1906expo.com; and (4) fundraising plan to promote the event. The Society has hired an advertising agency and a promoter to help facilitate the event. In addition, 210,000 square feet of space has been secured for the event at Pier 48, sheds A, B and C. It will be a large scale event which will not only showcase Fire Department memorabilia, artifacts and apparatus but also have earthquake and public safety events sponsored by other agencies, such as OES, the Red Cross and Salvation Army, and the Departments' Bureau of Fire Prevention.

Furthermore, Mr. Barry had researched expenditures by the previous historical society that had responsibility over the Fire Museum. He noted that they had a monthly draw of $1,000 that covered maintenance and care for various items related to the museum, which included lighting in the museum and apparatus maintenance and repair.

Discussion ensued with Commissioners asking questions and Mr. Barry, Mr. Braun and Deputy City Attorney Baumgartner responding.

Commissioner Nakajo wished to know how much money the Society was requesting and how it was planning to expend it. Mr. Barry responded that the Society had previously submitted estimates for potential repair of the apparatus to the Secretary. The total of the estimates was approximately $75,000 and included basic maintenance and repair to 10 vehicles that the Society hoped would be ready for the event. He added that the vehicles had been neglected over the past 12 years and repair would not be necessary now if they had been maintained. Commissioner Nakajo asked Ms. Baumgartner to explain how the process would work.

Ms. Baumgartner replied that the manner in which the Commission determines how to expend funds is up to the Commission. They can respond to a particular request for a specific expenditure or they can provide a monthly amount to the Society, which will be running the museum, and ask them to justify that expenditure every month. It is up to the Commission how it would prefer to manage this particular fund.

Commissioner Lau wished to know if financial statements of the Trust fund were available and if there was clearance from the City Attorney that the Commission had the authority to authorize spending. Ms. Baumgartner responded that the Willmann Trust is very clear that the money is given to the Fire Commission itself for authorization of expenditure of the funds. She understood that in the past, the Commission had approved the expenditure and the Controller's Office had honored that approval and authorized the use of the money.

Chief Hayes-White believed that that the Controller had monthly financial statements. The Secretary responded that the Commission had never received monthly or yearly statements but the history of the fund was available on FAMIS. Chief Hayes-White wondered if the money was well invested to produce high-yields. The Secretary responded that the fund is under the Treasurer and, therefore, is invested by the Treasurer. The city prefers this method so that it

can make an investment with a greater sum of money to receive a greater return. Interest is accumulated quarterly in the account.

Commissioner Makras wanted the Society to bring the Commission a list of items that they wished to renovate or purchase and their associated costs and then the Commission would make a decision if it was a prudent expenditure of funds based on whether it fits with the goals and objectives of the Trust. Mr. Barry responded that he had submitted a "budget" (estimates) to Secretary a few months ago.

Commissioner Conroy recalled seeing the invoices. He understood the estimates were for the purpose of restoring apparatus, and that, according to what Mr. Barry is saying, the restored apparatus will be on display in the museum on a rotating basis . and will bee exhibited during the 1906 Centennial celebration. Commissioner Conroy, believes that this is related and helpful to the museum and that the museum will be promoted by the Centennial display. He wondered if it was possible to restore 10 vehicles in the remaining time between now and April 18th. Mr. Barry responded that the intent is not to completely restore or rehabilitate the 10 vehicles. The intent is to operate them and make them presentable for display since there will be antique vehicles coming from outside the City and the Society wished to showcase the Department's unique history because many of the vehicles were specifically built for the City. Mike Braun added that commercial vehicles and fire apparatus are more interesting when they are in their original condition because they tell a story. He noted that it would take far more than $75,000 to fully restore only one such vehicle, much less 10.

Commissioner Conroy asked Mr. Barry what he would do to insure that the funds were spent appropriately with supporting documentation. Mr. Barry responded that the estimates previously submitted were based on a QuickBooks program. The Historical Society also prepares its financials on QuickBooks. Once the money was deposited into the Society's account and the process begins of making repairs, the estimates become actual invoices and the repairs become documented in parts and in labor. There is a description of the work performed and every nut and bolt can be tracked. When the vehicle is complete, it has a history in QuickBooks and it can be tracked by vehicle number throughout the life of the vehicle.

Commissioner Conroy wished to know how labor costs would be handled. Mr. Braun responded that all labor was on a volunteer-basis and hundreds of hours had already been invested by him and Mr. Barry. When necessary, a specialist will be hired and it will be invoiced as labor and materials for that task. Mr. Barry added that even though all labor is voluntary, the hours will be documented so that there will be a record of how long it took to restore a particular vehicle. He considered vehicle documentation to be important.

Commissioner Conroy wished to know if all ten pieces of apparatus can fit into the museum. Mr. Barry responded that they can not fit all at the same time, but they would be used in rotation. He added that it is a living museum whereby many times it can be brought to the people, such as, during parades and gatherings and celebrations in parks and throughout the City.

Commissioner Conroy wondered what the Commission could do as a body that is responsible for monitoring the expenditures of the fund. Ms. Baumgartner responded that the Commission could authorize an expenditure up to a certain amount of money and require invoices for those expenditures in order to keep those expenditures authorized. She could not address the Controller's procedures for the suggested process. Another option she suggested was to authorize the expenditures up to a certain sum of money and then task the Secretary with working with the Controller's Office to establish a procedure of how the money gets expended.

Commissioner Makras suggested that the Commission authorize expenditure of up to $75,000 of the Willmann Trust funds for repair and restoration of the ten pieces of historical apparatus described in the invoices, and that upon submittal of a business plan and the development of a funding mechanism, any expenditure presented by the SFFD Historical Society for approval can be reviewed and approved, if it meets the conditions of the business plan, by a single Commissioner appointed by the President of the Commission, and, if conditions are not met, the matter will be reviewed by the full Commission.

Commissioner Makras moved that his suggestion be accepted as a motion and Commissioner Lau seconded. The motion was unanimously approved.

Further discussion ensued regarding the appointment of the single Commissioner. It was decided Commissioner Lau would serve in that capacity supported by Commissioner Makras.

Prior to adjournment, President Conroy wished to thank Margaret Baumgartner, Deputy City Attorney, for being so accessible and for providing excellent advice on various issues confronting the Commission. He praised Ms. Baumgartner for her excellent judgment and expressed his appreciation for her assistance to him and the Commission.

President Conroy also thanked the Secretary for her work this past year, noting that it was a great accomplishment clearing the disciplinary calendar of the large number of pending disciplinary cases. He praised the Secretary for the content of the minutes, since they really captured what took place at the meetings.

President Conroy stated that he was grateful that Joanne Hayes-White was Chief of Department since a great number of positive things have happened under her short tenure, assisted by her two Deputy Chiefs and her command staff, and there is much promise that so much more can be accomplished based upon what has already been done. President Conroy enumerated some of the accomplishments: (1) the EMS Reconfiguration; (2) Random Drug/Alcohol Testing; (3) the excellence of the Training; and (4) the establishment of the SFFD Historical Society to take over the Fire Museum.

Furthermore, President Conroy expressed his appreciation of his fellow Commissioners. He believed that the Commissioners worked well together and had the concern of the City and the Department at heart and that each Commissioner made significant contributions from their different perspectives. He wished everyone pleasant holidays.

6. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:10 p.m. in memory of Firefighter John Voelker.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION SPECIAL HEARING

Tuesday, December 13, 2005 – 5:30 p.m.

698 Second Street, Room 101, San Francisco, CA 94107

12/13/05
Special
Hearing

Item
No

1. **On ROLL CALL,** the following were present:

DOCUMENTS DEPT.

JAN - 9 2006

SAN FRANCISCO
PUBLIC LIBRARY

President	Paul A. Conroy
Vice President	Stephen A. Nakajo
Commissioner	Clem Clarke (excused)
Commissioner	George Lau
Commissioner	Victor Makras

Appearances

For the San Francisco Fire Department
Gina Roccanova, Deputy City Attorney
Gary Massetani, Deputy Chief, Administration

For Firefighter/Paramedic Erik Brown
Joseph Moriarty, Counsel, Vice President, San Francisco Firefighters, Local 798
Firefighter/Paramedic Erik Brown

2. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED AGREEMENT**

Commission deliberations and possible approval of a proposed agreement concerning a formal complaint filed by Joanne Hayes-White, Chief of Department, against Firefighter/Paramedic Erik Brown dated August 5, 2005, for violation of the Rules and Regulations as follows:

Section 3921 – Inaptitude for Duty/Incompetence
Section 3923 – Disobedience
Section 3956 – Safety rules
G.O. 99 A-55 – Infection Control Policy for Bloodborne Pathogens

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957. If so,

Firefighter/Paramedic Brown requested a closed session.

1. **Public Comment on all matters pertaining to Closed Session**

There was no public comment on the closed session

2. **Vote on whether to hold a Closed Session**

Commissioner Lau moved for a closed session and Commissioner Nakajo seconded. The motion was unanimously approved.

The Commission went into closed session 5:35 PM.

3. Reconvene in Open Session

The Commission reconvened in open session at 7:35 PM

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Lau moved to report on action taken in closed session and Commissioner Makras seconded. The motion was unanimously approved.

Commissioner Conroy reported that the Commission unanimously voted to accept the Department's proposed Stipulated Agreement.

The Commission made certain factual findings, which are contained in the Stipulated Agreement, and made a determination based on those findings and the matters that were presented to the Commission during closed session, that Firefighter/Paramedic Brown was in violation of Section 3921, 3923, 3956 and General Order 99 A-55.

The Commission further imposed, as a penalty and discipline, the matters that have been stipulated between the parties. The *Proposed Action by the Commission* are pages 5 through 7 of the Stipulated Agreement, and are now part of the record of these proceedings and the announcement of the action taken by the Commission.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Makras moved not to disclose any discussions held during the closed session and Lau seconded. The motion was unanimously approved.

3. ADJOURNMENT

The hearing was adjourned at 7:30 PM.

Proposed Action By The Commission

1. Brown's employment with the Department shall be terminated, effective immediately. The termination will be held in abeyance for a period of three years.

2. Brown shall serve a 90-day suspension from the Department. At the discretion of the Chief of the Department, Brown may receive up to 30-days credit against this suspension for participating in a Department-approved anger management program, provided that Brown provides documentation of his successful completion of the program.

3. During the three-year period following the approval of this stipulation by the Commission, Brown shall not serve in any rank above Firefighter-Paramedic in any acting or like-work, like-pay capacity. If Brown is selected for a promotion to a permanent promotive position during the three-year period, such promotion shall not become effective until the end of the three-year period.

4. If the Department charges Brown with a violation of any SFFD rule or regulation during the three-year period following the Commission's approval of this stipulation, Brown will be entitled to a hearing in accordance with the Commission's rules and procedures. If the Commission finds Brown guilty of any such violation, it may reinstitute the termination.

5. In consideration of this opportunity to have his termination held in abeyance, Brown waives his right to any further due process, including but not limited to a hearing before the Fire Commission, and any and all appeal rights or writs with respect to this matter. Brown agrees to waive any litigation or administrative rights whatsoever against the City and County of San Francisco, the San Francisco Fire Commission, the San Francisco Fire Department, or against any employee of the City and County of San Francisco, regarding the charges against him.

6. Brown understands and acknowledges that his continued employment with the Department is contingent upon his maintenance of all minimum qualifications of his current position.

7. Brown acknowledges that he has the right to consult with an attorney and/or union representative concerning the waivers and promises contained in this agreement. Brown acknowledges that he has had an opportunity to discuss this agreement and his rights and obligations with an attorney and/or union representative prior to executing this agreement. Brown acknowledges that he has consulted with his union representatives prior to entering into this agreement. Brown acknowledges that he voluntarily and freely entered into this negotiated agreement and that he understands each and every term set forth herein, and that he understands that the waiver set forth above is a complete and total waiver of notice and all rights of appeal to his discipline under the terms of this agreement.

8. The parties acknowledge that this stipulation is a stand-alone agreement, meaning that the terms are unique to this case and are to be interpreted by the Fire Commission without reference to extraneous information not provided for herein. This Last Chance Agreement is not to be precedent setting in any other grievance or litigation.

Respectfully submitted,

Erik Brown

Date: 12-9-05

Erik Brown, San Francisco Firefighter/Paramedic

Joseph Moriarty

Date: 12-9-05

Joseph Moriarty, Local 798 Vice President

Joanne Hayes-White

Date: 12/09/05

Joanne Hayes-White, Chief of Department

Approved as to form:

Date: 12/8/05

Gina Roccanova, Deputy City Attorney

Stipulation and action approved.

T. B

Date: 12/14/05

San Francisco Fire Commission

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